The JANUARY-FEBRUARY 2010 COMMUNIQUE

A Publication of the Oregon Fire District Directors Association

Oregon's Public Employees Retirement System

DVFA SURVEY

POSITION ANNOUNCEMENT Page 6

COMMUNIQUÉ

A publication of the Oregon Fire District Directors Association.

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JANUARY - FEBRUARY 2010 VOLUME 29 – ISSUE 1

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The Communiqué is the official news magazine of the OFDDA. Complimentary subscriptions are provided to member districts and boards. Annual subscriptions may be purchased for \$3.

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PRESIDENT'S MESSAGE

Top Ten Reasons to Belong to OFDDA

By Connie L. Barton

Since dues billings were recently mailed out, some of you may be reviewing your budget and evaluating your memberships in various fire service and other local government organizations. In reviewing my own Board's circumstances in these difficult times, I've come up with my own "Top Ten Reasons to Belong to OFDDA". You may have additional reasons of your own. Here are mine:

1. Representation on public safety issues before the legislature, including for example:

a. Protection of funds for public safety, the ability for fire districts to charge fees to recoup costs, protection of 911 and FIPT monies, as well as DPSST's budget;

b. Ethics issues--unlike cities, counties & other local governments, fire district Board members do not have to file the invasive SEI forms that triggered so many resignations last year. OFDDA secured an exemption for all fire and other special districts.

c. Urban renewal revisions--when projects start seeing a return, those returns must be shared with fire districts. Additionally, all taxing districts must be consulted regarding extensions or other major changes.

2. The Communiqué. If you're reading this, you are probably already aware that we track the hot topics (this month, for example, we are highlighting PERS) and respond in print to the questions we are most frequently asked.

3. The Joint Conference with OFCA each November is a major benefit. We hope Board members will attend regardless of whether or not they are members and take advantage of the excellent training and networking opportunities. Members receive a significant reduction in their registration fees and, for many smaller districts, this reduction offsets the cost of their dues. And, for those smaller member districts that just don't have the resources to send their Directors to Conference, scholarships are available.

4. Assistance with public meeting laws, statute searches, ethics questions, budgets, district formation, elections, etc. That is, on a daily basis, we receive calls from districts across the state seeking help on a variety of issues. While we don't provide legal advice, we can point them to the correct statutes and resources that are responsive to our member needs. Our toll free number provides easy access to our helpful staff.

5. Recognition of Districts and Board Members: OFDDA has in place a number of ways to recognize and honor member Boards (District of the Year), for example, is presented at every Meritorious Awards Dinner, and Board members who have served 20+ years are honored at the Joint Conference).

6. Training. Our "Directors Toolbox" and District visitations provide training in those areas for which we receive the most questions. For example, several years ago, we received numerous calls on the local budgeting process. In response, the Department of Revenue staff specializing in local government budgeting provided an in-depth overview at both the Directors' Institute and the Joint Conference. Last year, in response to the many questions regarding urban renewal, OFDDA used its resources to educate districts through letters, articles and presentations. Our staff also provides training in the area of ethics.

7. LOSAP: When the Length of Service Awards Program was in danger of being scuttled, OFDDA quickly picked up the program so it would not be lost as a



OFDDA President Connie L. Barton

volunteer incentive.

8. Board member support. If you read the papers, you see issues cropping up all across the state where directors face tough issues and need the support of other Board members. OFDDA's Board of Directors make every effort to support their fellow Board members across the state and assist them wherever possible.

9. Governor's Appointments. OFDDA is granted statutory standing for gubernatorial appointments to serve in a number of capacities such as the Governor's Fire Policy Council, BPSST, and other entities. Your membership in OFDDA allows you to bid for these positions. If you would like to serve in such a capacity, please feel free to contact me.

10. OFDDA Board of Directors/ SDAO Committees. Member Districts are encouraged to have their members run for election on the State Board to help OFDDA shape its services to the needs of the membership. This includes helping to shape legislation priorities, its policies, and the Governing documents of the Association such as the Strategic Plan to make sure the Association is going the direction they wish it to go. There are also powerful positions within SDAO that are reserved solely for OFDDA appointments, including the SDAO's Board, the Legislative Committee, the Trust, etc. Only Board members who belong to OFDDA are eligible.

Are there overlaps with other fire service or local government associations? Most likely, yes. However, the Oregon Fire District Directors Association is your Association. Its programs and services are tailored just for you and I hope you'll make use of them. If there are other programs you'd like to see offered, please let us know. We are here to assist you. ◆

Budget Committees: Are you in Compliance?



By J. Kenneth Jones, Carolyn H. Connelly and Christy K. Monson Local Government Law Group, PC, a member of Speer Hoyt, LLC

First, congratulations to everyone for surviving the challenges of 2009. It appears some of those challenges are going to continue as additional rate cuts for Medicare and Medicaid are in the offing.

I want to take just a second for a personal note. In 1977, after having just returned to private practice after four years in the Air Force, a person named Terry Connolly came to the firm in need of help in setting up a fire protection district. I was assigned the project. The first thing I had to learn was "what is a fire protection district?" and, second, "how do you form one?" Terry passed away this last year after 32 years serving on the Board of the Mohawk Valley Rural Fire District. He will be greatly missed by me for many reasons, including being the person who introduced me to the fire service. Budget time is starting again. Each district should have a Budget Committee. For fire districts, this consists of the five Board members, as well as five appointed members (voters) from the community. Where many districts are not in full compliance with the rules is that appointed members are appointed for three-year terms. The terms must be staggered so about one-third of the terms end each year (exception is a new district).

If a person is unable to fulfill his/ her term, the newly appointed member serves out the unexpired portion of the term. This is also a reminder that Budget Committee members (including district Board members) may not receive any compensation for services as a member of the Budget Committee. For those of you who may need additional tax money or are reviewing issuance of a general obligation bond, the next available election date is May 18, 2010. You must file notice of your measure and ballot title with the County elections authority on or before March 18, 2010. I always recommend filing a few days early so if any modifications in your proposed ballot title need to be made, there is still time to make them.

Local option levies for all matters can be five years, and can either be a set amount each year or a rate per \$1,000 of assessed valuation. If capital projects are the purpose for a levy, that levy can continue for up to ten years. If you are thinking of doing a levy or bond issue, please contact your local attorney. \blacklozenge



OFDDA NEWS

2010 New (and revisited) Opportunities

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By Dave Campbell, WHA Insurance - retired

First, may we wish you a happy and safe New Year!

We take this opportunity to remind board members and officers that the safety of your personnel and facilities ultimately rests with you. This a good time to review the progress of your safety committee.

There were changes made to Oregon Rules for Firefighters and Safety Committees during 2009. These are available on Or-OSHA's web site www. orosha.org, click on A-Z topics.

Following are some hints to guide your safety committee:

There are many checklists available for your safety committee to use:

1- Or-OSHA has an extensive check list (17 pages – not all of which apply to Fire District operations.) They are free at most Or-OSHA offices or you may contact the Salem Or-OSHA Library, DAS Building 1225 Ferry Street, Salem OR 97301. Phone: 800-922-3689

or at the web site.

2- Special Districts Association

of Oregon (SDAO) has two safety checklists – The first "General Safety Survey Checklist" deals with issues encountered by all kinds of Special Districts and is a good overview.

The second "Fire District Safety Survey Checklist" is more on specific for Fire District operations. *3- Free "Pre Or-OSHA*" inspections are available through your local insurance agent, SDAO and Or-OSHA Consultative Services - contact their Salem office above to schedule their personnel. When in doubt ask for help!!! Other Or-OSHA publications which may be useful deal with confined space exposures, fall protection for rescuers, hazardous materials exposures and machine

When in doubt ask for help!!!

Some Or-OSHA documents your safety committee should have at hand are: Oregon Occupational Safety & Health Code

- Division One "General
- Administrative Rules"
- Division One Section I "Personal Protective Equipment" including SCBA's, Hearing Protection, Pathogens protection, etc.
- Division Two Section J "Lockout/ Tag out"
- Division Two Section L "Fire Protection"

safeguards etc. Or-OSHA also has a Health Grant Program for proactive occupational safety and health education programs and materials, contact their Education Division for information.

Your OSHA 300A Summary form must be posted by February 1, 2010 until April 30th.

Keep your OSHA 300 logs and summaries for 6 years (5 years after the period covered.) A number of other postings are required. You may contact your local insurance agent or SDAO for a list of required postings. \blacklozenge



OFDDA NEWS

POSITION ANNOUNCEMENT

Keizer Fire District, Division Chief - Training, Health and Safety

The Keizer Fire District in Keizer, Oregon, is currently recruiting qualified applicants to fill the Division Chief – Training, Health and Safety position. This position reports directly to the Fire Chief.

Located in Marion County in the mid Willamette Valley, this progressive district serves a population base of nearly 35,000 residing within its 10.5 square miles of jurisdiction. A budget of \$4.6M allows the 24 career personnel, 37 volunteers, 14 Explorers, 3 administrators and an Office Manager to offer a full range of fire suppression, prevention, rescue, and EMS services from one station. On average, there are over 4,000 annual calls for service, with the majority being ALS/BLS and other medical calls. Apparatus, equipment and facilities are modern and well maintained.

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To obtain a recruitment package or additional information, contact: Emergency Services Consulting, inc. at 800-757-3724 or fax 503-570-0522.

All materials available for download at www.esci.us.

APPLICATION DEADLINE: 4:00 PM PDT, Monday, March 15, 2010

MINIMUM POSITION REQUIREMENTS:

- EMT Basic with state of Oregon certification within 60 days of date of hire
- Valid Oregon Driver's License within 30 days of date of residency
- NFPA Firefighter II, or equivalent
- NFPA Hazardous Materials Operations, or equivalent
- NFPA Pumper Operator, or equivalent

- NFPA Fire Officer I, or equivalent or obtainable within one (1) year of date of hire
- NFPA Instructor I with Instructor II certification within one (1) year of date of hire
- Minimum of five (5) years of fire and EMS related experience
- Must obtain DPSST Fire Ground Leader and NFPA Aerial Operator certifications within one (1) year of employment
- Must reside in Keizer within one (1) year of date of hire

DESIRABLE QUALIFICATIONS INCLUDE:

Experience: The ideal candidate will possess progressively responsible fire and EMS service experience in a company officer or higher level position and a solid history of working with a career/volunteer combination department. The ideal candidate will also have experience with EMS patient care and transport with Paramedic certification preferred.

Education: Hold an Associate's Degree in Fire or EMS related field with Bachelors Degree preferred. Training program development and coordination experience will be measured in credits for certification level, education level, instruction levels and achievements. This officer position must possess a "Passion" for training with education, certification, and instructional credentials that demonstrate this.

Ability: Must be a confident communicator with the ability to coach, counsel, mentor, and instruct, in a confident, positive, and when necessary, innovative way. Must be empowering with an inclusive teamwork approach and be knowledgeable in modern Fire and EMS practices, safety requirements and best practices, Incident Command, NIMS, emergency equipment and training methods. Must have and show a demonstrated enthusiasm for Training and Safety.

Knowledge: Education, training and experience must add up to the demonstrated knowledge of...

- Modern training techniques in fire, EMS, rescue, fire suppression, safety, health, fitness, and prevention programs for both career and volunteer emergency response personnel.
- Training program development and evaluation practices and techniques.
- Long and short range training evaluation, assessment, planning strategies, and achieving performance results.

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OFDDA NEWS

Knowledge: Education, training and experience must add up to the demonstrated knowledge of...

Continued from page 7

- Methods and techniques of supervision, training, motivation.
- Occupational hazards and safety practices.
- Emergency communications equipment utilization and procedures.
- Command and control of emergency incidents.
- Confident public speaker and instructor in a classroom and/or fire ground setting.
- Methods techniques for record keeping; proper English, spelling and grammar.
- Modern office equipment including networked computers, software applications and communication technology.

THE APPLICANT MUST HAVE DEMONSTRATED EXPERIENCE, SKILLS AND CHARACTERISTICS WHICH INCLUDE:

- High level of motivation and enthusiasm in leading a progressive fire district's training, health and safety programs
- High level of professionalism and work ethic and a proven decision-maker and visionary
- Ability to build and maintain effective working and interpersonal relationships with the community, other public safety and political entities, subordinates, and superiors
- Ability to create and maintain effective career and volunteer personnel relationships
- · Ability to provide effective leadership that builds trust and confidence
- Ability to effectively communicate orally and in writing to a diverse audience
- Ability to analyze strengths and weaknesses of personnel and programs and implement strategies to maintain the district's high level of providing services
- Ability to effectively develop and implement short- and long-range planning and goals
- Demonstrated skills with maintaining and presenting all manner of data, records and reports
- Ability to work effectively and establish relationships with the management team and other internal and external professional, service and social entities
- Knowledge of and experience with personnel laws and procedures
- Demonstrated experience and training in NIMS and Incident Command
- Demonstrated ability to develop and administer a budget
- Demonstrated computer skills and operational understanding of software programs beyond a basic level

•Demonstrated high level of interaction and involvement within the community

Civil Service: This is a Civil Service position with qualifying Keizer Fire District member and veterans preference points awarded (include copy of DD-214).

Final Candidate Selection: The successful candidate must pass a medical and psychological evaluation and a thorough background investigation.

Salary Range: \$73,584 - \$87,636 DOQ.

Excellent benefits package: Health/life insurance, PERS retirement, matching deferred comp. and more.



Oregon's Public Employees Retirement System: *Recovering 2008 Investment Losses*

By Paul R. Cleary, PERS Executive Director

For more than 60 years, retirement benefits through the Public Employees Retirement System (PERS) have helped Oregon's public employers recruit and retain skilled and dedicated public servants. However, the system today is being challenged like never before. The 2008 market downturn will require strong commitment and shared sacrifice on the part of all PERS stakeholders to maintain an adequate and affordable retirement system.

2008 market downturn

Due to unprecedented and worldwide market turmoil, the PERS Fund lost 27 percent in value during 2008. This was the worst investment loss in the system's history, and three times the next worst loss of 9 percent in 2002. employer contributions, and member contributions. Investment earnings provided 67 percent of system revenues from 1970 through 2008 while employer contributions provided 25 percent and member contributions 8 percent.

The PERS Fund can experience losses in the short-term like any other investment portfolio and uses asset diversification to provide needed returns with managed risk over the long-term. From 1970 through 2008, the PERS Fund regular account generated an average annual return of 10.25 percent, while the variable account returns averaged 10.39 percent.

The PERS program was designed so dollars are accumulated and invested over both a member's career and while being paid out during retirement. This extended fund accumulation and pay-out period

PERS is an **investment-based** "pre-funded" retirement system with **three sources of revenue**: investment income, employer contributions, and member contributions.

PERS is an investment-based "prefunded" retirement system with three sources of revenue: investment income, supports a long-term investment strategy which, historically, has allowed time for the fund to recover from down markets.



However, it could take a number of years to fully recover from the unprecedented 2008 market downturn.

Funded status

At the end of 2007, the PERS Fund was valued at \$64.9 billion and the system was 112 percent funded (including employer side accounts). At the end of 2008, the Fund was valued at approximately \$46 billion and the system was approximately 80 percent funded. This means PERS had 80 cents on hand for every dollar of benefits promised, with the remainder needing to be collected from additional employer contributions and "excess" investment earnings over the next 20 years.

Retirement systems funded at 80 percent or above are generally considered adequately funded, so long as they are progressing to full funding. For comparison, PERS was 65 percent funded before the 2003 PERS reform legislation and the 2003-2007 market recovery. Despite the 2008 market downturn, PERS is still one of the best funded state retirement systems in the nation. However, the significant drop in PERS Fund value will require increased employer contribution rates in future bienniums to get the system back to a fully funded status.

As of October 31, 2009, the PERS Fund stood at \$49.9 billion and had recovered

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over \$4 billion since December 31, 2008 and over \$8 billion from the market low of March 2009.

Unfunded actuarial liabilities

In early 2003, PERS had an unfunded actuarial liability of over \$17 billion and employer rates were projected to rise to 29 percent of payroll, even without factoring in future investment losses like what occurred in 2008. The subsequent PERS reforms "froze" Tier One and Tier Two Money Match benefits and stabilized system liabilities, while also providing a lower-cost system for new employees (OPSRP). Those reforms helped put the system in a surplus position prior to the 2008 market downturn and are still creating substantial savings.

Approximately 62 percent of the system's accrued liabilities are related to retired or inactive members. Over the next six years, about 38 percent of the total employer contributions are projected to be used to cover unfunded liabilities associated with retired and inactive members. So, the employer rates assessed on today's workers are also being used to cover substantial unfunded liabilities associated with their predecessors.

Employer contribution rates

Employer contribution rates are set every two years, effective July 1 of the odd numbered year. Employer rates effective July 1, 2009 were based on the system's valuation as of December 31, 2007. Because of good investment returns in 2006 and 2007, PERS base employer rates declined from about 15 percent of payroll to an average of about 12 percent of payroll.

Fortunately, employer rates decreased at the same time state and local government revenues decreased, providing some shortterm relief during difficult economic conditions. However, employer rates effective July 1, 2011 will be based on investment returns for calendar years 2008 and 2009 and are projected to increase to an average of 18 percent of payroll under current actuarial methods. Many employers will be further impacted by investment losses on their respective employer side accounts (which hold pension obligation respective pool or individual funded status is at 80 percent or less at the end of 2009.

2. Ad Hoc: use a 3 percent rate collar for the 2011-2013 biennium, so base rate increases would be limited to 3 percent of payroll regardless of funded status.

3. Revised Implementation: adopt a sliding scale rate collar, moving

Approximately 62 percent of the system's accrued liabilities are related to retired or inactive members

bond proceeds and other deposits) and related decreases in their side account rate relief or "offsets."

Employer rate-setting options for 2011-2013

The PERS Board is currently reviewing several policy options for setting employer rates beginning July 1, 2011 through June 30, 2013. Employer rates for that biennium will be based on investment returns through the end of calendar year 2009. Based on current actuarial methods, employer base rates are "collared" in relation to employer funded status and generally would rise no more than 6 percent of payroll in the upcoming biennium.

At the November 20, 2009 PERS Board meeting, staff presented three employer base rate setting policy options for the 2011-2013 biennium. The amount of side account rate relief or "offset" would fully reset for each affected employer under all options, and those offsets would be reduced considerably because of 2008 investment losses. The policy options under consideration include:

1. Status Quo: no changes to the current rate-collaring methods. This would generally mean a 6 percent of payroll increase in base rates if an employer's

incrementally from a 3 percent of payroll base rate increase for employers funded at 80 percent or better to a 6 percent of payroll rate increase for employers funded at 70 percent or less. The increase would be 4.5 percent of payroll for an employer or pool that is 75 percent funded.

The Board also received input from stakeholders at the meeting and continues to seek input. A decision on any changes to the current rate-setting policy or implementation method for the 2011-2013 biennium is anticipated at the January 29, 2010 Board meeting. This will give PERS employers about 18 months advance notice to plan and budget for the rate increases associated with the 2008 market downturn. ◆



OFDDA NEWS



OVFA Survey

The OVFA Board of Directors will be conducting a strategic planning process to develop its future direction and programs. We ask that you complete a short survey that will assist us in knowing what you, our customer, want from the OVFA.

- 1. Are you a?
 - a. Fire district board member
 - b. Career firefighter/lieutenant/captain
 - c. Volunteer firefighter/lieutenant/captain
 - d. Career chief officer
 - e. Volunteer chief officer

2. In what county is your fire department located? (if in more than one county select the county the largest portion your district is within):

3. Are you or your department a member of OVFA?

- a. Yes
- b. No
- 4. If you are not a member please indicate why:
- a. My fire department has not joined
- b. I don't find value in the organization
- c. Joining is too expensive
- d. Other (please explain):

5. OVFA provides the following services to its members. Please select the THREE most important to you:

- a. Annual training conference
- b. Regional training events
- c. Grants
- d. Surplus equipment program
- e. Relief funds for members who are injured or killed in the line of duty
- f. Training scholarships
- g. Legislative advocacy
- 6. What programs or services does the OVFA not offer now that you wish it would?
- 7. How well does the OVFA share information with you about events, issues, and services available?
 - a. Not well
 - b. Fairly well
 - c. Satisfactory
 - d. Quite well
 - e. Very well

8. What method of communications would work best for OVFA

- to get information to you
 - a. Email
 - b. Telephone
 - c. Periodic newsletters
 - d. Social media
 - e. Communications to your fire department

9. The OVFA requires funding to support its service offerings.

- Select the TWO ways you prefer the OVFA raise funds:
 - a. Membership dues
 - b. Grants
 - c. Sponsorships
 - d. Public fundraising
 - e. Other (please explain): ____

10. Select the type of training you would like OVFA to offer at its annual conference and regional training events

- a. Basic firefighting skills
- b. Advanced firefighting skills
- c. Technical rescue skills
- d. Emergency medical training
- e. Major incident management (ICS)
- f. Company officer level personnel management
- g. Chief officer level personnel management
- h. Fire department administration
- i. Other (please explain): ___

11. Please share any other thoughts you have about the OVFA and its member services that you would like considered during the OVFA Board strategic planning process.

Thank you for your participation. Please fax your survey to 503-364-9919 or email to info@ovfa.org

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OVFA – Planning for a Better Future

Stakeholder Survey During the past several years, OVFA has taken a hard look at itself as an organization. With many fresh new faces on the Board and new policies and procedures in place, we are growing and changing for the better. But the job is far from complete until we include our fire service stakeholders in shaping the organization for the challenges and demands of the future.

In March, the OVFA will undertake an in depth strategic planning process. In order to ascertain our strengths, weaknesses, threats and opportunities to build our strategic plan and our future,



Scott Mullen, OVFA President

for June 23-24 in Hermiston. Here is a sampling of only some of the training opportunities we are offering to volunteer firefighters this year: Skid Avoidance, Farm and Industrial Rescue, Flammable

Whether you are a Director, a Chief, a Volunteer, or if you serve the fire service in some other capacity, please take a few moments to respond the questionnaire on the opposite page.

we are asking for your assistance. Whether you are a Director, a Chief, a Volunteer, or if you serve the fire service in some other capacity, please take a few moments to respond the questionnaire on the opposite page. Your responses will be kept completely confidential and will assist us in living up to your expectations as an association and provide the services you value most.

Volunteer Training Opportunity This year's OVFA Conference is scheduled

Liquids and Gases, Fire Science, Fire Investigation, High Angle Rescue, and Vehicle Extrication.

Our instructors are top notch professionals and we have carefully planned with an eye on the bottom line, enabling districts and departments across the state to make the most of your training dollars. For more information on the Conference and to register, please visit our website at www.ovfa.org. \blacklozenge

FEMA's Assistance to Firefighters Grant Program web page is www.firegrantsupport.com

Advertise in the Communiqué!

The Communiqué reaches more than 1300 fire service professionals including Board members, Chiefs, and volunteers.

You can reach them all at these affordable rates:

AD SPECIFICATIONS

Sizes	Width X Depth
Full page <i>Price: \$250.00</i>	7" X 10"
Half page Horizontal . <i>Price: \$160.00</i>	7.50" x 4.75"
Half page Vertical	.4.75" X 7.50"

Price: \$160.00

Quarter page 4.75" X 3.50" Price: \$85.00

FILE SPECIFICATIONS

PRESS QUALITY PDF FILES ARE PREFERRED

All advertisements shall be relevant to the fire service and to the needs of our membership. Please submit your ads to info@ofdda.com



Board Meeting Schedule and Fire Service-Related Events for 2010

All Board Meetings Begin At 10 a.m. at the Salem Office Unless Otherwise Noted

Saturday, January 16 — FULL BOARD		
-	ry 20 — EXECUTIVE BOARD* SDAO Conference (February 4-7, Civic & Convention Center, Seaside) OFMA – Pacific NW Fire Prevention Training Workshop (February 22-26, Salishan Lodge, Gleneden Beach) Fire Service Appreciation Day Reception, OSFM (January 27)	
Saturday, March 2 Also of interest:	20 — EXECUTIVE BOARD* Northwest Leadership Seminar (March 3-5, Red Lion, Portland)	
	– FULL BOARD - SALEM OFCA Conference (April 14-16, Eagle Crest Resort, Redmond) OFSOA Spring Workshop (April 15 & 16, Clackamas) OFIA Conference (April 8-10, Bend)	
	— EXECUTIVE BOARD* Meritorious Awards Banquet (May 22, Salem Conference Center) Northwest Fire Expo (May 14-15, Portland)	
-	2 — FULL BOARD – ROSEBURG OVFA Conference (June 23-26, Hermiston)	
Saturday, July 17 — EXECUTIVE BOARD*		
Saturday, August 21 — NO BOARD MEETING		
-	5 — OFDDA BOARD RETREAT, FULL BOARD (10:00 am, Central Coast/Yachats) NAEFO Conference (Dates TBA, Las Vegas)	
Saturday, Octobe Also of interest:	r 16 — EXECUTIVE BOARD* OFSOA Conference (October 13-15, Bend)	
Wednesday, November 10 — FULL BOARD (OFDDA/OFCA Joint Conference, Bend)		
Saturday, December 18 — EXECUTIVE BOARD*		

*Executive Board meets as needed; official notice will be provided