

**Oregon Fire District Directors Association  
January 12, 2019  
OFDDA Conference Room - Salem**

**MINUTES**

Vice President John Dunn called the meeting to order at 10:00 a.m. A quorum was present:

**Present:**

John Dunn, President  
Kevin Van Dyke, Vice President  
Don Thompson, Immediate Past President  
Scot Breeden  
David Burnett  
Jay Cross  
Curtis Hoopes  
Laura Green

**Not Present:**

Jamel Mercado

**Staff:**

Kate Trauernicht  
Genoa Ingram  
Laureal Williams

**Guests:**

Dennis Rogers, Past President  
Allen Forster, Past President

**Special Order of Business**

President Dunn presented Immediate Past President Don Thompson with a certificate indicating that a commemorative brick had been purchased in his honor to be placed at the Oregon Fire Service Museum.

**Minutes**

The Board reviewed the minutes of the October 24, 2018, Board meeting.

**MOTION:** Moved by Don Thompson and seconded by Kevin Van Dyke to approve all minutes as presented. **Motion passed.**

**Financial Report**

Laureal Williams reviewed the financial reports provided in the packet, noting that there were a few outstanding invoices from Conference registrations. Overall, the Association is very sound financially.

**MOTION:** Moved by Kevin Van Dyke and seconded by Don Thompson to approve the financial reports as presented. **Motion passed.**

**Guest Reports**

Allen Forster suggested sealing the cracks in the asphalt in the parking lot.

## **President's Report**

President Dunn thanked the Board for their service and said he looked forward to working with the Board and staff in the coming year.

## **Staff Report**

LOSAP: Laureal Williams provided an overview of the LOSAP program, a deferred compensation program sponsored by OFDDA. She mentioned that one district had provided a list of participants indicating that a number of them had terminated service without vesting. Those accounts were subsequently closed and it was later determined that the list was incorrect. The accounts were re-opened and funds remain intact..

Board Outreach: Genoa reported that staff continues with Board outreach and she is planning to visit Jackson 3. Scot Breeden, Jay Cross, and President Dunn offered to attend.

## **Committee Reports**

BPSST: Staff reported that OFDDA was being represented at each meeting

Bylaws & Policies Committee – Dennis Rogers reported that no changes are anticipated.

Governor's Fire Service Policy Council – Staff reported that OFDDA was being represented at the meetings by Mark Kreutzer along with staff. Mark is currently going through the reappointment process.

Conference Committee – Board members reviewed the 2018 Conference evaluations. Laureal Williams reviewed the financials and noted that four Boards had requested refunds for individuals who had been unable to attend.

**MOTION**: Moved by Kevin Van Dyke and seconded by Laura Green to allow a full credit to each requesting Board for a representative to attend the 2019 Conference.

**Motion passed.**

The Bylaws and Policy Committee was asked to work on a consistent refund policy.

SDAO Legislative – Dennis Rogers and staff continue to attend on behalf of OFDDA. At the last meeting, OFDDA reported that the Association would not introduce legislation in 2019.

NAEFO – NAEFO will be invoicing OFDDA for 2019 membership. David Burnett and staff plan to attend the Conference.

Nominations Committee – No report.

Fire & Life Safety – John Dunn provided a report and noted future meeting dates.

Property Committee – The Property Committee has had no need to meet since the fire damage.

Ambassador Committee – No report.

Budget Committee – The Committee will begin meeting this summer to plan the budget.

Past Presidents Committee – The Committee has not yet met.

## **Old Business**

Board Logo/Business Cards The Board discussed changing the OFDDA logo. Staff also shared options for business cards. Staff was asked to order shirts and vary the logo as per discussions. Staff was also asked to order 100 business cards for each officer.

Staff Evaluation

**MOTION**: Moved by Jay Cross and seconded by Kevin Van Dyke to task the Executive Committee with the staff evaluation process and timing. **Motion passed.**

### **New Business**

*Meeting Schedule* – The proposed meeting schedule was approved (EXHIBIT A), including a meeting on Friday, June 28 in conjunction with the OVFA Conference in Central Oregon.

*Committee Assignments* – President Dunn reviewed the proposed Committee list and approved the list as follows:

- David Burnett was appointed to Conference Committee and NAEFO
  - Kevin VanDyke was appointed to Oregon Life Safety Team
- (See updated list, EXHIBIT B)

*Funding Options* – President Dunn provided a debrief of a recent meeting with representatives of SDAO, OFDDA, and OFCA. He also reported that SDAO had indicated that there would be a reduction in sponsorship for future conferences. Board members discussed various funding streams for exploration after December 31.

### **Next Meeting**

The next meeting is scheduled for Saturday, April 20, 2018, 10:00 a.m. at the OFDDA office in Salem.

### **Adjourn**

There was no further business and the meeting was adjourned at 1:41 p.m.