

**Oregon Fire District Directors Association  
Ted Miller Fire Service Center  
1284 Court Street NE, Salem  
In Person/Zoom Conferencing  
April 8, 2023**

**MINUTES**

President Curtis Hoopes called the meeting to order at 10:03 a.m. A quorum was present:

**Present:**

Curtis Hoopes, President  
John Dunn, Immediate Past President\*  
Mark Kreutzer, Director  
Don Thompson, Director  
Brenda Spence, Director  
Jon Peasley, Director  
Chaplain Kenton Johnson

**Not Present/Excused:**

Joe Morneau, 1<sup>st</sup> Vice President  
Jay Cross, 2nd Vice president\*  
Cheryl Johnson, Director

**Staff:**

Genoa Ingram  
Laureal Williams  
Mandy Grauerholz

*\*Via video conference*

**Minutes**

The Board reviewed the minutes of the January 14, 2023.

**MOTION:** Moved by John Dunn and seconded by Mark Kreutzer to approve the January 14, 2023, meeting minutes as presented. **Motion passed.**

**Guest Reports**

Chaplain Kenton Johnson provided a brief devotional in recognition of Easter weekend.

**MOTION:** Moved by John Dunn and seconded by Don Thompson to formally accept Chaplain Kenton Johnson as OFDDA's Chaplain. **Motion passed.**

**Financial Report**

Laureal Williams reviewed the financial reports through March 2023.

**MOTION:** Moved by John Dunn and seconded by Brenda Spence to approve the financial report as presented. **Motion passed.**

**President's Report**

President Hoopes announced that he will be attending the Oregon Fire Chiefs Conference the end of the month. He is also working with the OSFM on capacity grants.

**Staff Report**

**Legislative:** Genoa Ingram reported that OFDDA had submitted testimony on several pieces of legislation including SB 1068, SB 5036, and SB 750.

LOSAP: Laureal reported that the trust is currently at 14.5 million and are maintaining just under 2,000 accounts. Year to date, staff has processed \$52,000 of forfeitures and 11 cash distributions.

Bill Pay: Laureal suggested an electronic bill payment process that would allow staff to pay recurring monthly bills (such as utility bills) online through the Association's checking account. The Board discussed the concept and agreed to move forward on a trial basis. Staff will draft a policy reflecting an electronic bill payment process.

**MOTION**: Moved by John Dunn and seconded by Mark Kreutzer to authorize staff to pay recurring bills via electronic bill payment through the Association's checking account. **Motion passed.**

Board Outreach: Staff reported that a visit had been paid to Colton Fire to discuss the LOSAP program. Additionally, telephone responses were provided for questions regarding public contracting and Board member vacancies. Staff added that a disclaimer is always made that OFDDA does not provide legal advice but is happy to provide a copy of applicable statutes or a reference to the *Public Records and Meetings Manual*.

Building Report: Staff reported on vandalism and theft issues at the building and steps taken to curtail that activity. The City of Salem Enforcement Division has been very responsive to the situation. Staff reviewed a proposal for exterior security cameras. The Board discussed the proposal and elected to seek alternative systems such as "Ring" or "Blink".

### **Committee Reports**

BPSST: Mark Kreutzer reported on several cases that had been acted upon and noted that he had attended his last meeting. Staff reported that Director Joe Morneau had submitted his application on time and was waiting for confirmation. Phillip Castle is the new DPSST Director.

Bylaws and Policies: Staff reported that the Bylaws had been forwarded to the Board for review and several technical fixes have been identified.

Governor's Fire Service Policy Council: John Dunn reported that the next meeting is May 4. Typically, the State Fire Marshal is in attendance.

Conference Committee: Laureal Williams reviewed the draft program schedule for the 2023 Conference.

SDAO Legislative: Genoa Ingram reported that she had been in attendance. While there were not many public safety bills on the agenda, public records, ethics and other issues were discussed.

NAEFO: Conference is report.

Nominations Committee: No report.

Oregon Life Safety Team: John Dunn reported that the purpose of the Team is to develop information to distribute to fire districts across the state. He indicated that the next meeting is January 19; however, after that, he would not be able to participate in future meetings but believes that OFDDA could be of help in the dissemination of information. Cheryl Johnson indicated she might like to serve.

Property Committee: Staff reported that the parking lot had been re-striped at no charge.

Ambassador Committee: No report.

Budget Committee: No report. The budget process for 2024 will begin later this summer.

Past Presidents' Committee: No report.

**Old Business:**

No old business.

**Next Meeting**

The next meeting is scheduled for Saturday, June 17, at the Ted Miller Fire Service Center.

**Adjourn**

There was no further business, and the meeting was adjourned at 11:49 p.m.