



# Oregon Volunteer Firefighters Association

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“Representing Those Who Volunteer”

## OVFA Board Meeting Minutes

Oregon Fire Service Center – Salem, Oregon  
February 19, 2010, 18:00 Hours

### CALL TO ORDER:

First Vice President Dave Butler called the meeting to order at 18:08 hours.

### ROLL CALL:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Scott Mullen, President                     | <input checked="" type="checkbox"/> David Sellers, Director |
| <input checked="" type="checkbox"/> Dave Butler, 1 <sup>st</sup> Vice President | <input checked="" type="checkbox"/> Rex Parks Sr., Director |
| <input type="checkbox"/> Kouros Modjtabei, 2 <sup>nd</sup> Vice President       | <input type="checkbox"/> Lori Albert, Secretary/Treasurer   |
| <input checked="" type="checkbox"/> Tina Greiner, Immediate Past President      | <input type="checkbox"/> Richard Detherage, Chaplain        |
|   | <input checked="" type="checkbox"/> Jill Dorrell, Historian |

### GUESTS:

Captain John O’Neil, Jefferson Fire  
Daniel Freitag, Jefferson Fire  
Allison Printz, Jefferson Fire  
Joe Hampton, Jefferson Fire  
Tyler O’Neil, Jefferson Fire  
Lieutenant Nic Clair

### STAFF:

Genoa Ingram  
Mary Tucker  
Sharon Black, via teleconference

### ADDITIONS/DELETIONS TO THE AGENDA:

- None

### GUEST INPUT

Captain John O’Neil, Jefferson Fire, addressed rumors he had heard regarding proceeds of the live auction being diverted from the Burn Center and stated that Jefferson Fire would withdraw from the Association if this were the case. Board members responded that the idea had been briefly discussed, along with a number of other budgetary line items, but had not advanced to a motion or any formal action. Captain O’Neil also expressed concern that information from OVFA was not filtering down to the volunteer level in his District. Guests were asked to supply their email addresses so they could be contacted directly in the future.

### MINUTES

**Motion:** Moved by Tina Greiner and seconded by Rex Parks to accept the minutes of the December 18, 2009 meeting as amended to reflect a .30 reduction mileage reimbursements. **Motion passed.**



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## **FINANCIAL REPORT:**

Lori Albert reviewed the financial documents with the Board, noting that inventory was being entered into QuickBooks in order to track sales online. All invoices from 2010 had been paid and membership dues were coming in. Additionally, calls had been switched to the Fire Service line and the 503-581-2011 number would be cancelled. Lori also reported that the fire grant funds had come in and the costs of all computers had been reimbursed.

## **STAFF REPORT:**

Staff distributed the bill tracking report from the 2010 Special Session, along with a letter from Legislative Fiscal describing funding for OWIN. Bills of interest include expansion of defibrillator legislation and sobriety check-points.

Staff also discussed the recent appointment of Eriks Gabliks to Director of DPSST, as encouraged by the OVFA.

Staff provided an email from legislative staff assistant Dawn Phillips including an article regarding legislation in Delaware encouraging fire equipment donations. Board members were asked to review the article and decide whether similar legislation would be helpful in Oregon, or if the surplus equipment program was not hindered by current statutory provision.

Staff called attention to expenses incurred by Historian Jill Dorrell and reported that Jill had generously offered to write off all expenses as a contribution to OVFA. Staff will prepare a letter of receipt to Jill for tax purposes.

President Mullen reminded Board members that legislation for the upcoming session would include tax check-off for OVFA, attempt to salvage tax credits for volunteers and inclusion of volunteers in the cancer presumption statutes.

## **COMMITTEE REPORTS:**

### **a) Ambassador Program**

Kouroush was not present; however, Scott reported that he had spoken with Jason Servitius who has been working hard on the Ambassador Program in the southern part of the state.

### **b) Conference**

Tina reported that there had been a meeting Monday night and she had been in contact with Scott Stanton who had expressed concern regarding lodging rates. Staff directed the Board's attention to the list of hotels in the block and the corresponding rates, noting that a block of 100 rooms had been reserved. Board members asked if the rates listed reflected government rates. Staff will follow up on Monday. Tina also noted that a request had been received for snacks for off-site training and offered to pick up snacks from Costco, since that might be more cost effective.



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The Board also reviewed a letter from the National Volunteer Fire Council outlining requirements and expectations for the Health and Wellness Advocate Program. President Mullen agreed to follow up on the letter. He added that he and Jim Oeder had been working on securing either Paul LeSage (TVF&R) or Phil Stittleburg (NVFC) as keynote speaker.

**c) Grants and Scholarships**

Tina reported that higher end scholarships are due in March. Tina is considering stepping down as primary contact for grants. Other Committee members included Jim Oeder, Chief Tay Robertson and Chief John Buchanon, to name a few.

**d) EMT Advisory Committee**

Tina reported that she plans to attend the meeting next week, February 26. She expressed concern about the requirements for EMT certification, including increasing hours for recertification.

**e) Governors Fire Policy Council**

President Mullen reported that the Council met last month and continued to work on the previously mentioned issues including:

- Incident management team criteria;
- Hazardous environment study and when it is safe to remove SCBA. Data has been collected and is being analyzed.
- DPSST’s restructuring of the certification courses.

The Council is seeking input from stakeholders for input on issues.

**f) Fire Policy Committee**

Scott reported that Jim Whelan is retiring and OVFA will need to identify a replacement.

**g) Budget Committee Report**

No additional report.

**h) NVFA**

No report.

**i) BURN CENTER**

Jill Dorrell reported that a fundraiser was planned for September 11, 7:00 – 11:00 p.m. The theme will be “Back to the Prom” and it will be held in the Atrium of the Burn Center which will hold up to 400 people. Cost per person is \$30 per person.

**j) LEGISLATIVE**

(Included with staff report)



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## k) SURPLUS PROGRAM

President Mullen reported that he has been contacted with requests and has directed individuals to Stayton.

## OLD BUSINESS:

- *Constitution Change for Membership Dues:* Scott discussed the modification of the dues structure which requires approval by a 2/3 vote of membership at the Conference. The discussion was \$5.00 per member with membership cards. Board members agreed that this would assist in identifying individual members. Tina noted that the Board has discretion to reduce or waive dues. The current fee structure is as follows:

1-10	volunteers	\$25
11- 15	volunteers	\$75
16 -20	volunteers	\$125
21-30	volunteers	\$175
31-40	volunteers	\$225
41- 50	volunteers	\$275
51 – 75	volunteers	\$325
75 or more	volunteers	\$400

The Board discussed either raising each category by a set amount, charge \$5 per volunteer, or adopt a formula that is a combination of both. After extensive discussion the Board agreed that a new formula was preferable to a \$5 charge per member.

**Motion: Moved by Tina and seconded by Rex to put forward a revised schedule to the membership as follows:**

1-10	volunteers	\$30
11- 15	volunteers	\$90
16 -20	volunteers	\$145
21-30	volunteers	\$200
31-40	volunteers	\$255
41- 50	volunteers	\$310
51 – 75	volunteers	\$365
75 or more	volunteers	\$445

**Motion Passed.**

Notification must go out 90 days prior to conference. In addition to the dues structure, the second mailing should also include the following:

Reminder for contributions to the Live Auction for Burn Center  
Reminder for contributions to Silent Auction for Relief Fund



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Nomination form  
Firefighter of the Year form  
Upcoming Deadline for Higher Ed Grants – March 31  
Delegate form  
Emphasize Health and Wellness Advocate Program

- *2011 Conference* The Board discussed the possibility of going to Coos Bay in 2011. President Mullen suggested Lincoln City and agreed to check with them, as well as Albany.
- *Strategic Planning Workshop* The workshop will be held March 19, 20 & 21 at Silver Falls Conference Center. It will begin at 18:00 on Friday and will include a working dinner. Board members were asked to email topics. Fundraising idea will be a primary issue. Staff offered to contact Strategy Publishing and invite them to attend the May meeting to discuss fundraising options.
- *EF Recovery:* Dave Butler reported that EF Recovery had planned to be present to make a presentation. President Mullen offered to meet with him regarding signing a contract.
- *Merchandise:* Dave Butler distributed catalogues from Stitch in Time depicting tee shirts that he noted were higher quality than the ones in current inventory at slightly higher costs. Board members suggested selling current inventory before pursuing additional purchases.

## **NEW BUSINESS:**

- *Chiefs Conference:* Rex, Kourosh and Dave Sellers will attend. Staff will contact OFCA to get on the agenda to make a report and to verify registration requirements.
- *Mailing:* President Mullen asked staff to complete the submission with the post office. He also asked Dave to secure 1,000 additional window stickers.

## **BOARD REPORTS**

- Dave Butler will become a father-in-law tomorrow.
- Rex will attend Winter Fire School.
- Tina has moved to Albany and has been in touch with Chief Bemrose who is no longer with Jefferson. Will keep the Board informed as to her status with Jefferson. In March, she will sign up for classes and finish up her degree for hr R.N.
- Scott attended Boring's Annual Awards Banquet and reported Kourosh was tapped to be President of the Volunteer Association. Scott's son is being deployed to Iraq soon.
- Dave Seller's son is coming home from Kuwait and will report to Germany in the Fall. His brother in law was recently deployed to Qatar. Dave was recently re-elected as his Board's Volunteer Association.
- Jill reported that she had not had time to go through the photographs. They are currently on the back burner due to family issues. The disposable cameras were not returned but she has turned in everything she has. She may not be able to attend Conference. Jill's son is at day 400 in Bagdad but is scheduled to come back to Fort Louis following a recent accident.
- Lori reported that Polk County's District Awards Banquet will be held March 6.



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## **NEXT MEETING**

The next meeting of the OVFA Board will be the Strategic Planning meeting in March. The April meeting is scheduled for 1:00 p.m. on April 17.

## **ADJOURNMENT:**

President Mullen adjourned the meeting at 21:19 hours.

Transcribed by:

Genoa Ingram, OVFA Staff

Rex

OVFA Mailing Cost Analysis  
11,037 pieces of mail



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“Representing Those Who Volunteer”

<b>Pages</b>	
<b>B &amp; W copies @ 5¢</b>	<b>\$551.85</b>
<b>Color copies @ 10¢</b>	<b>\$1,103.70</b>
<b>Envelopes</b>	
<b>Outer – 22 boxes @ \$35.99</b>	<b>\$791.78</b>
<b>Return – 23 boxes @ \$20.39</b>	<b>\$468.97</b>
<b>Postage</b>	
<b>Normal – 44¢ per piece</b>	<b>\$4,856.28</b>
<b>Bulk – 21.3¢ per piece</b>	<b>\$2,350.88</b>
<b>Non-profit – 11.2¢ per piece + \$185 annual fee</b>	<b>\$1,421.14</b>
<b>Mailing</b>	
<b>Letter – color, 1 sheet</b>	<b>\$1,103.7</b>
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Mailing will include:  
 1 page letter B&W w/ payment coupon on bottom  
 outer envelope and return envelope  
 postage – hopefully non-profit rate, if not bulk rate

Total cost per piece: 36¢ to 48¢



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