



OREGON VOLUNTEER FIREFIGHTERS ASSOCIATION

“Representing Those Who Volunteer”

Minutes

OVFA Office, 1284 Court Street NE, Salem OR 97301
March 14, 2008, 18:00 Hours

CALL TO ORDER:

President Greiner called the meeting to order at 18:05 hours.

ROLL CALL:

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| <input checked="" type="checkbox"/> Tina Greiner, President | <input checked="" type="checkbox"/> Kourosh Modjtabai, Director |
| <input type="checkbox"/> Dave Butler, 1 st Vice President | <input checked="" type="checkbox"/> Nic Granum, Director |
| <input checked="" type="checkbox"/> Scott Mullen, 2 nd Vice President | <input type="checkbox"/> Rex Parks Sr, Director |
| <input checked="" type="checkbox"/> James Oeder, Secretary/Treasurer | <input type="checkbox"/> Richard Detherage, Chaplain |

GUEST:

None

STAFF:

Genoa Ingram
Wendy Knodel

INVOCATION:

- President Greiner led the Board in the Pledge of Allegiance.

ADDITIONS/DELETIONS TO THE AGENDA:

- The following agenda items were added:
 - NVFC Update
 - CDG Update to fall under the old business.
 - Remove Brian Goodman of California Casualty
 - New Grant to go under New Business

APPROVAL OF MINUTES:

- Approved Minutes for February 15, 2008 meeting.
Motion: Moved by Scott Mullen and seconded by Jim Oeder to approve the February 15, 2008 minutes as amended. **Motion passed.**

FINANCIAL REPORT:

- Jim Oeder provided the financial report to the Board and referenced the budget as approved at the February meeting. The financial report will be on record in the Salem office. Approval of invoices for payment
 - Parrot Printing and Garten Mailing Service was used for the March QuickConnect.
Motion: Moved by Scott Mullen and seconded by Nic Granum to approve payment of the invoice from Parrot Printing and Garten Mailing Service. **Motion passed.**



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STAFF REPORT:

- Wendy Knodel gave an update on the website administration. The website was paid by CSC for the month of February. The contact card was presented to the board. The OVFA brochure was presented to the board. Discussion ensued on what changes need to be done to the brochure before sending out to Brian with California Casualty to be printed. Jim Oeder asked that the board go over the brochure and have changes back to Wendy by Wednesday. Nic Granum asked that we take out the OVFA Conference and put in a paragraph about the Ambassador program.
- Genoa Ingram gave an update on the IRS audit in Sandy. Genoa Ingram asked for permission to ask Chief Keller, Chief Kuntz, and OFDDA asking if they would sign on as requestors for the next session. The board agreed with writing this letter and to move forward. Jim Oeder and Scott Mullen will meet with Genoa Ingram in regards to this issue.

COMMITTEE REPORTS:

a) Ambassador Program –

Kourosh Modjtabai showed the membership map of membership that staff put together. Nic Granum says the Office of Rural Health has a copy of a map that we might want to use.

Kourosh Modjtabai asked how many people are Ambassador's and which district they are from. Jeff Becker with Tualatin Valley Fire and Mark Stevenson with Brownsville are the two ambassadors OVFA has at the moment. Kourosh Modjtabai has talked with neighboring districts and is having a hard time getting volunteers. Scott Mullen suggested putting information in the dues renewal regarding the ambassador program.

b) Conference – Tina Greiner

Tina Greiner says the brochure will hit the districts by March 31st. Other than being a couple weeks behind on instructors, the conference is on track. Tina asked TVF&R about their trailer, which will cost \$1500 a day, for three days. They need 24 people in the class for one day, and the cost of the class will pay for the TVF&R trailer.

Jim Oeder asked the board for cost of conference items so he can put together an event budget. Jim has asked for the amount of the hotel and food and other conference items before the end of the weekend. This information from the conference also needs to be sent to Jack Carriger to wrap up the conference assignments.

c) Grants & Scholarships – Nic Granum

Nic Granum recommends that the scholarship program be marketed better. Right now the program is being promoted through word of mouth. We have one scholarship application to date.

d) EMT Advisory Committee – President Greiner

Next meeting is in May.



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e) Governors Fire Policy – Scott Mullen

No Report.

f) Fire Policy Committee – Jim Whelan

Jim Oeder reported that they are looking at a statewide fire academy. They are also in the process of redefining their certificate classifications.

The board is for two year terms, and OVFA needs to find a replacement member for Jim Whelan if he has served his two years.

g) NVFC – Jack Carriger

Scott Mullen gave staff the letter of being a State Member. Updating State Benefit

h) OR-OSHA

No Report.

OLD BUSINESS:

- a) The Fund: Scott Mullen brought forward the letter from Gwen Griffith. Staff was asked to provide a copy of the original contract and give to Scott Mullen. Upon OVFA taking over the fund from Jack Carriger and his board, it will be for all firefighters. It will also need to be in the bylaws that this is a separate 501c3 account. Scott Mullen requested that a bylaw be created that specifies the exact use of funds and how much can be given.
- b) CDG: No news on where the process is at this time.

NEW BUSINESS:

- The letter from Coos Bay Fire & Rescue was discussed. The board agreed that they will call Coos Bay Fire & Rescue and invite them to be an ambassador for the board. President Greiner will write a letter to Coos Bay Fire & Rescue in response to the letter received.
- Board Position requirements: You have to be a board member a minimum of 2 years before you can be the President. The sections of the bylaws that were changed were sent out 90 days before conference to all the districts. Kourosch Modjtabei recommends that bylaws and requests for board vacancies be sent out to a wider net so we can have a better pool for the board of directors. He would also like to see the duties and responsibilities scaled back so more can be done by the volunteers on the board for the volunteers in the membership. There was a consensus from the board that the membership needs to know what the goals are of the association. The board would also like to see visitations to the membership come back. Kourosch Modjtabei would also like to see the goals and direction of the association on the website. Scott Mullen would like a more interactive website. Survey's, emails, presentations on the website – would like to be interactive with the membership. Tina Greiner would like a Strategic Planning meeting in July.
- Building Construction Training class. George Jamison from DPSST asked for the training materials of the Building Construction Training Class. Jim Oeder explained that when the Building Construction Training class was first adopted, DPSST promised a “train the trainer” session, but that has not transpired yet.



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Motion: Jim Oeder requested that OVFA lets DPSST use the program as long as they provide a train the trainer class as it was to be originally rolled out. Scott Mullen revised the motion to read: provide a train the trainer class as many times as needed. Nic Granum seconded. **Motion passed.**

- **Microsoft Office Purchase:** Jim Oeder will purchase a copy of the Microsoft Office through the student program for under \$200.00. This will be dedicated to the Office Expenses line item on the budget.
- Scappoose RFPD has sent OFDDA a request for donation. Staff thought that OVFA would like the opportunity to respond as well. The OVFA board would like a letter drafted by OVFA Staff stating that OVFA would be more than happy to encourage Scappoose RFPD to apply for a grant by May 31st.
- Tina Greiner brought forth a request by Southern Oregon Public Safety expo for a 10x10 booth for free. President Griener requested volunteers to man the booth. Nic Granum asked if we could bring the rolling billboards. Kourosh Modjtabei and Scott Mullen have volunteered to man the booth on May 10th.

Motion: Scott Mullen made a motion that OVFA provide the Southern Oregon Public Safety Expo a \$500.00 donation. Kourosh Modjtabei seconded the motion. **Motion passed.**

- **Safer Grant** – Discussion ensued in regards to the new grant that Compelling Technologies wants to write on behalf of OVFA. There will be a meeting in the Salem office on Monday, March 17th at 12:00 p.m. with Rob Carnahan to discuss the details of the grant. The board will call in through conference call to the meeting to discuss the safer grant detail.
- **Northwest Leadership Expo** – May 16-17. Jim Oeder booked 5 rooms at the Best Western. Tina Griener asked if the table was booked for the Meritorious Awards night.
- **Historian** – All historian information was dropped off at the OVFA Salem office.

BOARD REPORTS

- Stayton had a team at the Seattle competition. Everyone from Stayton finished.

FUTURE MEETING/ACTIVITY DATE

- April 10-12 - OFCA Conference at Eagle Crest
- April 4-6 - Newport EMS
- April 19 meeting will be at Keizer Station
- The May meeting will be held in conjunction with Expo on the 15th at the Best Western.

ADJOURNMENT:

- President Greiner adjourned the meeting at 21:10 hours.

Transcribed by:

Wendy Knodel, OVFA Staff