



Oregon Volunteer Firefighters Association

“Representing Those Who Volunteer”

OVFA Board Meeting

Minutes

SOCC Campus, Coos Bay, OR

March 17, 2012 – 1000 Hours

CALL TO ORDER:

President Butler called the meeting to order at 1007 hours.

ROLL CALL:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Dave Butler, President | <input checked="" type="checkbox"/> Kirt Hickey, Director |
| <input checked="" type="checkbox"/> David Sellers, 1 st Vice President | <input checked="" type="checkbox"/> Pete Robertson, Director |
| <input checked="" type="checkbox"/> Rex Parks, 2 nd Vice President | <input type="checkbox"/> Aaron Gibbens, Ambassador |
| <input checked="" type="checkbox"/> Stella Hickey, Secretary/Treasurer | <input type="checkbox"/> Richard Detherage, Chaplain |
| <input type="checkbox"/> Scott Mullen, Immediate Past President | |

STAFF:

Mary Tucker
Genoa Ingram

GUESTS:

Jerry Kearney, Boring/Clackamas Volunteer Association
Janet Kearney, Red Lion, Portland
Jeff Nowland, Boring/Clackamas Volunteer Association
Connie Carter, OFDDA Past President
Darrell King, OFDDA
Anita Butler

GUEST REPORTS

ADDITIONS/DELETIONS TO THE AGENDA:

MINUTES

Motion: Moved by 2nd Vice President Parks and seconded by 1st Vice President Sellers to approve the minutes as amended. Motion passed.

FINANCIAL REPORT:

- Treasurer Stella Hickey reviewed the financial statements, noting the checking account currently holds \$16,076.49. Total assets are at \$79,107.72. The profit for the year so far is \$9,211.61. Conference registration income is beginning to come in.

Motion: Moved by Director Robinson and seconded by Director Hickey to approve the financial report. Motion passed.



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STAFF REPORT:

Staff reported on traveling to Lane County to discuss a possible LOSAP program. The two Lane County departments are merging, one has LOSAP, the other does not.

The legislature has adjourned for the year and the legislative report will be out soon.

COMMITTEE REPORTS:

a) **Ambassador Program** – Kirt & Stella Hickey gave a power point presentation on their proposal for the Ambassador program. (Exhibit A)

b) **Conference**

2012: Staff reported that Robbie, the SOCC contact, will be giving a tour of the facilities after the meeting. The brochure is finished and has been posted on the website and Facebook. An email notification has also been sent out. Charles Chase has offered to teach a class on Effective Report Writing for future conferences, this could be included in an officer's track. Mark Wallace has not been confirmed as the banquet speaker.

Darrell King, from OFDDA, thanked OVFA for bringing the conference to Coos Bay. Chief Mick could not attend the meeting because of a funeral.

2013: Jerry Kearney reported the Boring/Clackamas Association has sent out RFPs to hotels. Janet Kearney talked about family activities. Classroom space was discussed. Transportation will be handled by Boring/Clackamas, they have a fleet of vehicles they are planning to use. The 2013 conference will be heavily promoted during the 2012 conference. 2nd Vice President Sellers will try and attend any Boring/Clackamas planning meetings. Clackamas asked about sending people to shadow the board at the 2012 conference. They would not need to pay a registration fee unless they take training classes.

Chris Mills will still be teaching vehicle extrication, he is willing to work with the Boring/Clackamas Vehicle Extrication team, but wants to be the lead instructor on the class.

Boring/Clackamas will work on generating donations for the silent auction and the live auction. The silent auction goes to fund the OVFA relief fund; the live auction funds the Oregon burn center.

c) **Grants and Scholarships**

Stella is still working on contacting sponsors and collecting information for grants.



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d) EMT Advisory Committee and OFCA EMS Section

Director Hickey reported there will be possible changes to Oregon’s EMS certification to get them nationally recognized. Dr. Sahni gave updates on the directorship, currently it is vacant. The next meeting is in April, they will be changing to quarterly meetings.

e) Governor’s Fire Policy Council – Next meeting is April 24.

f) Fire Policy Committee – Written email from Scott Stanton.

g) NVFC – no report

h) Legislative – included under staff report

i) Surplus Program – President Butler reported the Past President Mullen picked up some surplus equipment during the last snow storm.

OLD BUSINESS:

- NVFC – Allen Montgomery - Stella has checked with airlines and sponsors to cover Allen’s travel. Staff has requested the 501(c)3 confirmation letter from the IRS. Director Robinson will try and help with travel.
- NW Expo – A 30 X 30 booth has been reserved. Board lodging has been reserved at the Oxford Suites. OVFA would like to have the trailer in the booth, California Casualty is ok with that, OFMA should be too. OFMA has a smoke alarm display and maybe some merchandise.
- OFCA Conference – OVFA has been registered as a vendor for \$550.00. 1st Vice President Sellers, 2nd Vice President Parks and maybe Past President Mullen will be attending.

NEW BUSINESS:

- Board progression – President Butler will not be running for a second term due to personal reasons.
- Oregon Fire Service Education & Heritage Center would like someone from OVFA on their advisory council. Staff will send out a meeting schedule to see how they coincide with OVFA meetings.

EXECUTIVE SESSION:

The board entered executive session at 1201 hours, the board re-entered regular session at 1227 hours.

BOARD REPORTS:

- Rex Parks – has completed 15 years with his department. Had their awards banquet, there was a tie for firefighter of the year.



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- Kirt Hickey – Hermiston and Stanfield have combined trainings and are still working out the bugs. Hermiston’s training has declined the past few years, but hopefully things will improve soon.
- Dave Butler – started a new recruit class last week. It is a 5 week class. Received two new tenders.
- Peter Robinson – he has been promoted to Lieutenant.
- Stella Hickey – Fire Corp went to Lebanon for emotional first aid and is now working on a state Fire Corp program for victim support. Will be going to Oregon Non-profit Leadership conference in Medford, April 23-24th. Took the Public Educator 1, but did not get DPSST certification, she is planning to get the certification later. She may become a volunteer firefighter.
- David Sellers – given in Exec session.

ADJOURNMENT

There was no further business and the meeting was adjourned at 1249 hours. The next meeting will be held Friday, April 20, 2012 at 6:00 pm at the Salem Office.

Transcribed by:

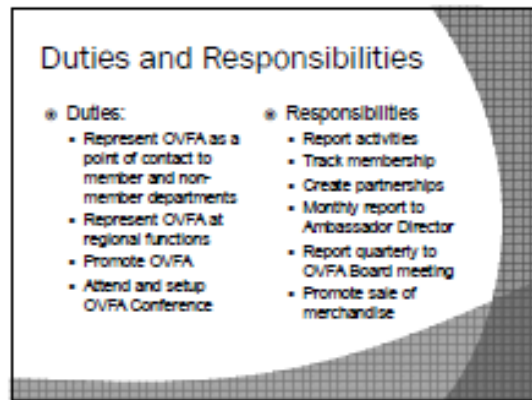
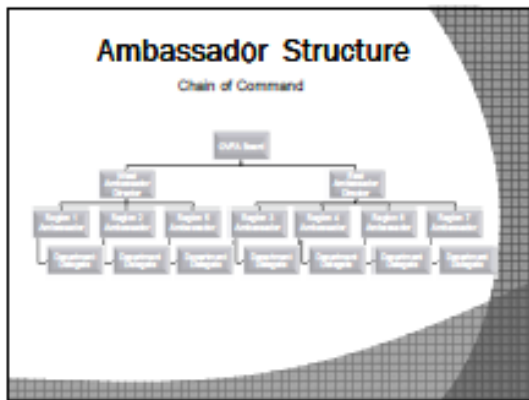
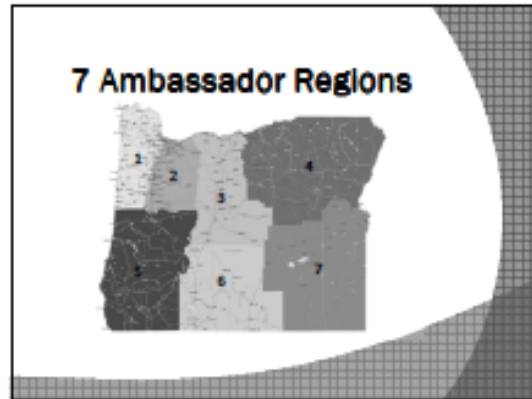
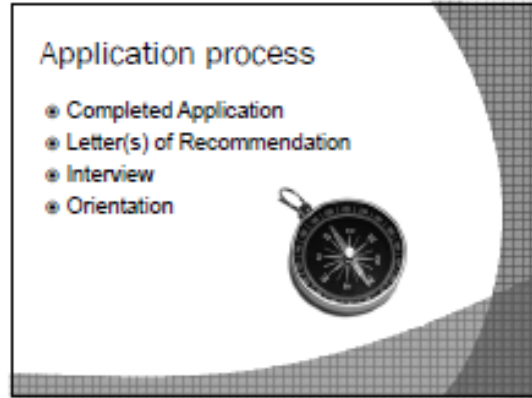
Mary Tucker, OVFA Staff



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EXHIBIT A





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EXHIBIT A



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Expectation

- Complete an Annual Ambassador Workshop
- Maintain a positive image
- Be knowledgeable of OVFA
- Attend 4 OVFA Board meetings a year
- Complete 1 member & 1 non-member visit monthly
- Attend OVFA Conference
- Assist OVFA Board in assigned duties
- Maintain their good standing in home department

Documents/Forms

- Application
- Activity Report
- Travel Authorization
- Travel Reimbursement
- Material Request Form
- Photo Release
- Award Nomination Forms
- Department Visit Survey
- Merchandise Purchase Form



Funding for Program

- Uniform
- Travel
- Supplies
- Training



Phase of execution

- Phase 1: Program Plan outlined
- Phase 2: Secure Funding
- Phase 3: Develop Training
- Phase 4: Recruit and Train Ambassadors
- Phase 5: Evaluate program

Questions

