



# Oregon Volunteer Firefighters Association

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“Representing Those Who Volunteer”

## OVFA Board Meeting

### Minutes

OVFA Conference Room – Salem, Oregon

August 27, 2010 – 18:00 Hours

#### CALL TO ORDER:

President Mullen called the meeting to order at 18:27 hours.

#### ROLL CALL:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Scott Mullen, President                           | <input 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 checked="" type="checkbox"/> Kourosh Modjtabai, 2 <sup>nd</sup> Vice President | <input type="checkbox"/> Richard Detherage, Chaplain        |
| <input checked="" type="checkbox"/> Lori Albert, Secretary/Treasurer                  |   |
| <input type="checkbox"/> Tina Greiner, Immediate Past President                       |   |

#### GUESTS:

Ryan Campbell, Jefferson Fire  
Aaron Gibbens, Goshen Fire  
Lori Vaughn, American Income Life

#### STAFF:

Jacque Bailey  
Genoa Ingram  
Mary Tucker

#### ADDITIONS/DELETIONS TO THE AGENDA:

- Relief Fund (Under New Business)

#### GUEST INPUT

- Lori Vaughn recapped results of the mailing to OVFA membership. 4,000 mailers were sent out and 695 responses were received. Another mailing is planned if OVFA wishes to continue the relationship; Lori offered to include any information the OVFA Board would like to include. She also indicated that contributions were available for scholarships and other causes but such requests must be received in writing.

**Motion: Moved by Dave Butler and seconded by Rex Parks to continue the relationship with American Income Life. Motion passed.**

- Ryan Campbell of Jefferson Fire, asked about bringing the Conference back to the Jefferson area. The District has already voted to sponsor the 2012 Conference. Kourosh Modjtabai reminded the Board that an outline and timeline on holding OVFA Conferences was to be compiled. He also requested clarification regarding the current Board committing future Boards to Conference locations and bids. Staff was asked to explore locations in Central Oregon including EagleCrest and Inn at 7<sup>th</sup> Mountain.



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## MINUTES

**Motion: Moved by Dave Butler and seconded by Lori Albert to accept the minutes of the May 14, 2010 minutes as amended. Motion passed.**

## FINANCIAL REPORT:

- Lori Albert reviewed financial statements, noting that all invoices have been paid. Conference income was only 59% of what was anticipated. The Association is currently spending an average of roughly \$8,000 per month.
- Fundraising Recommendations: Lori Albert reviewed the calendar fundraising option. Current fundraising efforts include the mailing, Conference, EF Recovery, membership enhancement and the tobacco fund.

**Motion: Moved by Kourosch Modjtabai and seconded by Dave Butler to move forward with the calendar project with Lori Albert providing Board oversight. Motion passed.**

- Signers for Checking account: Currently, Tina Greiner, Scott Mullen and Dave Butler are authorized to sign on the OVFA checking account.

**Motion: Moved by Kourosch Modjtabai and seconded by Rex Parks to designate the following individuals as signers on the OVFA account, effective immediately:**

**Scott Mullen, President  
Dave Butler, 1<sup>st</sup> Vice President  
Lori Albert, Secretary/Treasurer  
Genoa Ingram, Executive Director**

**Motion passed.**

Signers will meet to go to the bank at the earliest opportunity.

- Tobacco Recovery Fund: Lori Albert reported that there is only \$150 in the account. Staff added that such accounts require record keeping and reporting.

**Motion: Moved by Dave Butler and seconded by Lori Albert to close the Tobacco Recovery Fund and move remaining funds into the OVFA Relief Fund. Motion passed.**

## STAFF REPORT:

- Genoa Ingram introduced new staff member Jacqueline Bailey and provided an update on current legislative efforts: Rep. Barnhart has agreed to introduce the OVFA tax check-off as a Revenue Committee bill. In light of the extension of the rural EMT tax credit in 2009 to



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2016 and the announcement by the legislature to sunset tax credits (at a savings of \$165 million), staff recommended that the OVFA focus on retaining the rural EMT tax credit.

- Staff also reported that, as requested by the Board, inquiries regarding insurance comparisons had been made.

## COMMITTEE REPORTS:

### a) Ambassador Program

Kourosh Modjtabei introduced Aaron Gibbons of Goshen Fire and reviewed Aaron's application for Ambassador. Aaron responded to questions, emphasizing his passion for volunteerism and the fire service.

**Motion: Moved by Dave Butler and seconded by Lori Albert to accept Aaron Gibbons as an Ambassador. Motion passed.**

### b) Conference

President Mullen reported that the Conference Committee had met the previous Sunday in Otis. (SEE EXHIBIT A) Jim Oeder has agreed to be Conference Coordinator, including developing an IAP. Save the Date flyer should be out by October 1. Classes are tentative but there is a core group, including the possibility of a beach safety, surf rescue, rope rescue, Fire Officer One, an AO class, search and rescue, EMS classes, the May Day DPSST training, CPR for families, and Aircraft Firefighting. Rex Parks suggested training for support services.

Menu selections are being made and final selections will be forwarded to the Board. Suggested activities include a golf tournament and barbeque, fishing trip, shuttles to outlet stores for spouses, whale watching and the Fun Center.

Scott encouraged Dave Butler to get in touch with Peter in an effort to identify vendors who can participate the entire three days.

Host districts have requested time for one of their volunteers to address the membership about facing disabilities. This person was suggested as the keynote speaker.

Dave Butler also expressed interest in modifying the sponsorship levels. He also suggested that vendor responsibilities be transferred to Dave Sellers, as opposed to staying with 1<sup>st</sup> Vice President.

Dave Butler reported that Jim Albright of EMS has offered to print up shirts free of cost in exchange for vendor space and inclusion of 511 and EMS logos.

### c) Grants and Scholarships



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President Mullen reported that applications had been made for Polk County’s surplus equipment. Tri-Cities was also looking for equipment. Dave Butler noted that there is an engine in Lebanon that should be donated; it has been welded.

**Motion: Moved by Lori Albert and seconded by Rex Parks to donate OVFA’s engine currently stored in Lebanon to the Oregon Fire Service Museum and Learning Center.**  
**Motion passed**

**d) EMT Advisory Committee**

No report.

**e) Governors Fire Policy Council**

The Council did not meet; no report.

**f) Fire Policy Committee**

The Committee has not met. First meeting will be in September.

**g) Legislative Staff**

Report received under Staff Report.

**h) Surplus Program**

Report covered under Grants and Scholarships.

**i) Merchandise**

Dave Butler reported that we are out of XL sizes. He asked if staff would place a link to the merchandise page on the OVFA FaceBook page. Staff was also asked to identify costs of a “pay for click” service.

**OLD BUSINESS:**

- *Strategic Plan* – Scott reviewed the Strategic Plan goals and objectives. Staff was asked to create a separate page for Ambassadors on the OVFA website and to update current Ambassador names. Links to board member emails should be included under the Board Roster. Staff was asked to verify that blogging software was operable and a list of all member Districts/Departments are included on the website.

**NEW BUSINESS:**

- *Merchandise:* Dave Butler reported that there were plenty of sweatshirts on hand but we are running low on the blue tee shirts. Board members discussed the purchase of additional merchandise for Conference. Dave will place the order.
- *Relief Fund:* Rex Parks suggested that the Board modify the minimum requirement of \$500 to \$250 which would spread contributions to more individuals. In addition, those in need could be featured on the OVFA website. The current policy allows for review on a case by case



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basis. Rex also suggested the Board adopt a policy clarifying that once the fund is zeroed out, it will not be replenished.

- *Benevolent Committee*: Lori Albert asked Board members to sign various cards for sympathy, etc.
- *Committee Assignments*: Deferred to next meeting.

## **BOARD REPORTS:**

- Lori Albert reported on efforts to save the volunteer department in Polk County. She was also exploring SAFER grants for volunteer coordinator and will present to her chief within the week.
- Dave Butler reported that Lebanon was in its second week of a five week recruitment class. Out of 13 applicants, 7 had been accepted. LF Cares has a golf tournament on September 13. Jill has forwarded invitations to the Burn Center Prom.
- Kourosk asked about the availability of trailers and if the recruiting banners were included. Currently, only fire prevention is included. Dave suggested keeping an inventory list of the trailers at the office.
- Rex Parks reported on the Rooster Rock fire and participation by his volunteers. Six individuals have passed the basic for EMT certification.
- Scott Mullen thanked the Board for the Relief Fund contribution to the family of the firefighter from Nehalem. Surgery is scheduled for September 13. He has signed up for the Portland Stair Climb on September 26. The Tillamook County Training Officers Training Offices association is the 2<sup>nd</sup> ever regional fire recruitment academy. He will also send out the list of meetings so Board members may express their preferences for attendance.
- Aaron Gibbons reported that his and six other departments had participated in a fire at the dump. He is also interested in forming association for the Highway 58 Technical Team.

## **NEXT MEETING**

The next meeting of the OVFA Board is scheduled for Friday evening, September 18, 6:00 p.m. at the Office in Salem.

## **ADJOURNMENT**

There was no further business and the meeting was adjourned at 21:44 hours (9:44).

Transcribed by:

Genoa Ingram, OVFA Staff

**OVFA Annual Conference Meeting  
North Lincoln Fire & Rescue  
Sunday, August 22, 2010, 12:00 hrs**

**Present**

Peter Robertson – N Lincoln  
Assoc. Pres  
John Welsh – Depoe Bay Assoc.  
Pres

Dennis Knudson – Depoe Bay  
officer

Jim Oeder – Nestucca  
Scott Mullen – OVFA President  
Mary Tucker - Staff

It was decided that Jim Oeder will be conference coordinator because of his experience and location. He will also be the Incident Commander and will develop an IAP by the end of the year.

We need to get a Save the date flyer with list of classes (and instructors) out by October – also highlight family activities

**Conference Activities**

Food and rooms have already been negotiated with the casino. The Ballroom (in the casino) will be used for the business meetings and vendor night. Casino also has break out rooms for classrooms.

Host districts will offer a golf tournament and BBQ – June 22<sup>nd</sup> – OVFA may help with a donation for the BBQ (up to half the cost)

**Family Activities**

There will be a push this year to have families join the attendees. We need to come up with activities for spouses and kids. Some possibilities:

1. Casino has shuttle buses - could we use them to shuttle to Depoe Bay or the Outlet stores? Cost? We could also use them for classes that are offsite.
2. Casino has a fun center but it is expensive, could we negotiate something with the Casino for OVFA families, maybe a voucher system
3. Talk to outlet stores to see if they will give a discount to OVFA conference attendees
4. Dave Butler and Dennis have been talking to boat charter and whale watching businesses.

Could happen any day during the conference  
Could be a possible spouse/kid activity  
Whale watching is only takes a couple hours  
Deep sea fishing would be half a day

5. Host districts may present a beach safety class for families

6. Check into vacation rentals?

**Possible training classes:**

- rope rescue – host districts have several good field areas for class (4 days)
- vehicle extrication – host districts have location for this (1 day)
- surf rescue – K38 – might be expensive – host districts will research (1 day)
- beach safety – for families (1/2 day)
- fire officer 1 class (4 days)
- AO class (3 or 4 day class)
- DPSST trailer (1 day) – Ventilation,
- Search and rescue – writ class (3 day)
- May-day DPSST (self rescue) – (1 day)
- EMS classes
- CPR class for families
- Airport class at Newport

If there is an acquired structure could do Fire Investigation, live fire and some other classes

**Vendors/Sponsors**

Considering having the vendors stay all three days. Conference will have the entire upstairs portion of casino, should be able to handle all attendees and vendors. Host districts will find out exact numbers from the Casino.

Need to make a bigger push to get sponsors. If we receive enough money it will reduce the conference registration fee. Host districts will canvas community. Possible sponsors are the outlet stores, Mo's, the casino.

**Miscellaneous Items**

Host districts requested some time for one of their volunteers to address the membership about facing disability – possible keynote speaker for banquet?

Hosting agencies can sign up for classes and banquet for free (up to 5 or 6 volunteers per agency)