



Oregon Volunteer Firefighters Association

“Representing Those Who Volunteer”

OVFA Board Meeting

Minutes

OVFA Office – Salem, Oregon
December 16, 2011 – 18:00 Hours

CALL TO ORDER:

President Butler called the meeting to order at 18:02 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 checked="" type="checkbox"/> Scott Mullen, Immediate Past President | |

STAFF:

Mary Tucker
Genoa Ingram

GUESTS:

Jerry Kearney, Boring/Clackamas Volunteer Association

GUEST REPORTS

ADDITIONS/DELETIONS TO THE AGENDA:

New Business – T-shirts
Old Business - Newsletter

MINUTES

Motion: Moved by 1st Vice President Sellers and seconded by Director Robertson to approve the minutes as presented. Motion passed.

FINANCIAL REPORT:

- Staff Mary Tucker reviewed financial statements. (Exhibit A)

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

STAFF REPORT:

Staff reported on the Cancer Presumption issue, noting that research was being solicited from other states. See legislative report.



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AIL: Complaints about American Income Life salespeople are increasing. Lori will be invited to the next meeting to discuss issues. A memorandum of understanding will be drafted and sent, if there are any more complaints the relationship could be terminated.

COMMITTEE REPORTS:

a) **Ambassador Program**

Director Kirt Hickey reported he is almost ready to give a proposal, confirmation on funding should be coming next month.

b) **Conference**

Fire Corp will be offering classes during the 2012 conference. The classes will be free, students wanting to attend OVFA activities will pay a lesser package fee for meals and activities. Fire Corp classes will include:

- Intro to Fire Corp
- Marketing your Program
- Volunteer Management
- Engaging Youth Volunteers
- Finding Funding and support
- Basic leading your meeting – 1 hour
- Effective Communication – 2 hour

They will need two classrooms at the college.

Two more OVFA classes will be offered at the conference:

- Officer Development – Chief Woodson, Lebanon (2 day)
- Volunteer Recruitment & Retention – NVFC

Jerry Kearney reported for the Boring/Clackamas Volunteer Association. All their training facilities will be available during the 2013 conference, fire district classrooms and a nearby high school will also be available. They may be able to offer a PIO course and Fire prevention/investigation courses. The association is aiming for the biggest and best conference yet. Each month the website will feature something new about the 2013 conference. Spouse activities were discussed.

c) **NVFC**

No report. Firefighter challenge will build its own volunteer firefighter track.

d) **Grants and Scholarships**

Treasurer Hickey reported she helped Coos Bay Citizen Corp to get their tax exempt status, a fund was set up to send firefighters to training. Would OVFA be willing to maintain that scholarship fund? If the fund was designated for something specific the OVFA may not be able to take it over. Stella will get more information.



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Another HazMat IC Class will be held in Hillsboro this weekend, another class will be held in Hermiston later in the month.

e) EMT Advisory Committee

No report. Ambassador Aaron Gibbens volunteered to attend. Director Kirt Hickey also volunteered to go. Past President Mullen suggested this be changed to the OFCA EMS section meetings. Both Associations (EMS/OVFA) have swapped membership. The board decided *by consensus* Director Kirt Hickey will go.

f) Governors Fire Policy Council

1st Vice President Sellers is officially on the council. The next meeting is in January. Bob Reeves of OFDDA will be nominated at Vice Chair. A Respiratory Protection Summit is scheduled for the day before the Oregon Fire Service Symposium. They will also visit the annexation issue.

g) Fire Policy Committee

Director Hickey reported for Scott Stanton. Fire Ground leader is now matched up with Fire Officer I and a lot of task book changes were made.

h) Legislative

Past President Mullen has 4 or 5 avenues to get cancer prevention data, but is waiting on some other information first. Something will be presented at the 2013 session, but it will probably take several sessions to gain any headway. Right now if a volunteer gets cancer they can still file under workman's comp.

In national legislation the homeland security grants are changing, grants going straight to emergency managers are being missed. Citizen Corp money is going away.

i) Surplus Program

Past President Mullen reported that North Lincoln donated some surplus items. Staff has referred a lot of calls to President Butler, Lane County gave MSA firehawk packs, Astoria area department dropping off some ISIs. Past President Mullen has a cascade system to donate, it will need to be put on the website and will be picked up from Nehalem. Lebanon and Stayton have donated hose.

OLD BUSINESS:

- Newsletter – Director Robertson reported Oregon Coast will sell advertising and print, all OVFA needs to do is provide articles and content. They will need a letter from OVFA stating that they are authorized to print the newsletter. Newsletters will be sent to all departments, not just member departments. The newsletter will be printed quarterly (Feb, May, August, November).
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Motion: Moved by Treasurer Hickey and seconded by Past President Mullen to start the newsletter in February. **Motion passed.**

- Expo – California Casualty and OFMA have agreed to partner on a booth. The instructors or the mechanics will not be joining this year.
- Budget – Past President Mullen reported on the board mileage expenses line item that was not budgeted for last year. Suggested OVFA put \$500 in the mileage line item for 2012.
- Strategic Plan – recognized conference numbers and membership numbers are up, even though it's still only 35% of departments.

NEW BUSINESS:

- **T-shirts** – Treasurer Hickey suggested putting together a t-shirt contest for new design to put on back of shirt to increase merchandise sales. Part of price could go back to the department that won the design contest. Board discussed that conference attendees are given a free t-shirt every year, that may be why revenue is down. The Conference t-shirts will be sponsored by other companies such as Hamatro, so the OVFA does not pay any money. If OVFA could get another sponsor for the non-conference shirt, sponsoring the design contest, to replenish merchandise as needed. Companies like Nike may do product in kind donations.
- Helix fire is trying to put together a relief fund, named the Buddy Heron firefighter relief fund. Director Kirt Hickey gave information on the OVFA relief fund to them.

Motion: Moved by Director Robertson and seconded by 1st Vice President Sellers to give \$500 each to Tyler Hoffman (North Bend) and Buddy Heron (Helix). **Motion passed.**

The Board discussed and approved the proposed 2012 budget and it will now be sent to the members at large for official approval.

Firefighter challenge – Treasurer Hickey asked if OVFA host next year. Concerns were raised over union fire departments attending a volunteer sponsored event. Stella will gather more information.

BOARD REPORTS:

- Scott Mullen reported on the Nehalem fire station opening. Steve Schneiderman's dad passed away.
- Rex Parks discussed a call for mutual aid in Bend. This is the second time his department has run mutual aid in Bend.
- Pete Robertson report the North Lincoln levy went through. He is vice president of the association again. Depoe Bay is doing a shift volunteer program that is very successful.
- Stella Hickey reported that she and Kirt would be headed to DC the following week for the National Fire Corp. She is also working on curriculum related to grant preparation. She



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made contact with La Grande area, and will be presenting to them in February. She has divided non-members into 7 regions and will be sending out to board members.

- Kirt Hickey reported on the two funerals he attended, departments that were not members are filling out membership paperwork.
- Dave Butler reported Lebanon has had a rash of accidental fires. He and his wife celebrated their 25th wedding anniversary. He attended the funeral in Pendleton on behalf of OVFA.
- David Sellers reported on his volunteer association. They will not be bringing on any new volunteers. The rehab unit will be dispatched with fire investigators.

ADJOURNMENT

There was no further business and the meeting was adjourned at 21:07 hours (9:07 p.m.).

Transcribed by:

Mary Tucker, OVFA Staff



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EXHIBIT A

OVFA Financial Report

December 16, 2011

Balance Sheet

- Money Market account - \$10,663.57
- CDs combined - \$52,025.91
- Checking - \$3,343.77
- Total Assets - \$66,233.25

Profit & Loss – November

- Total income - \$531.63
- Total expense - \$4,213.25
 - Lodging and airfare will be reimbursed by fire corp
 - Board member meals - pizza for the august board meeting
 - Board mileage – Stella Hickey, gas for ????
 - NVFC dues
 - Supplies – business cards for the board
 - Attorney – Christy talking with DOJ about telemarketing

Budget vs. Actuals – 2011 YTD Spreadsheet

- Total income is \$69,018.39 – 80% of budget
 - Conference income is 101% of budget – one invoice is still open
 - Membership income is at 71% of budget – a few more memberships since the last report:
 - Sauvie Island,
- Total expenses are \$85,847.86 - 101% of budget
 - 98% of the year has passed
- Loss for the year so far: \$16,829.47

Volunteer Relief Fund

- \$708.45 carryover from 2010
- \$1,943.18 – in 2011 contributions
- \$250 sent to Bunker family
- \$500 sent to Hoffman family – North Bend
- \$500 sent to Helix

Total: \$1,401.18 left in the relief fund