



Oregon Volunteer Firefighters Association

Regular Board Meeting

January 18, 2013 – 1800 Hours (6:00 pm)
Board Room, Court St Office – Salem, Oregon

1. CALL TO ORDER – DAVID SELLERS – 6:02PM
2. ROLL CALL- DAVID SELLERS, DAVID BUTLER, KIRT HICKEY, STELLA HICKEY, JASON SERVATIUS, REX PARKS – ON PHONE, ANALISA MCKINLEY – ON PHONE – CHRIS BARNES GUEST
 - a. PETE ROBERTSON – NOT PRESENT
3. INVOCATION – GENOA GAVE INVOCATION
4. INTRODUCTION OF GUESTS/GUEST INPUT – CHRIS BARNES – GUEST OF JASON SERVATIUS
5. ADDITIONS/DELETIONS TO THE AGENDA – BILLBOARD, ISO TASK FORCE, ANALISA ATTENDANCE TO VOLUNTEER APPRECIATION DINNER, LEBANON SUMMIT, LEGAL SHIELD
6. APPROVAL OF MINUTES – NOV. 9, 2012 – NO DEC. MEETING - NO DEC. MINUTES – MOTION TO APPROVE WITH CORRECTION BY KIRT, SECOND BY REX
7. FINANCIAL REPORT – STELLA HICKEY, TREASURER – REVIEWED BALANCE SHEET ENDING DEC. 31, 2012.
8. STAFF REPORT – STAFF REPORTED THAT AN ELECTRONIC BILL TRACKING REPORT HAD BEEN FORWARDED AND INCLUDED LIVE LINKS TO PROPOSED LEGISLATION. OVFA'S TAX CHECK-OFF PROPOSAL, SB 128, WAS AMONG THE BILLS PRINTED AND DROPPED ON JANUARY 14. ALSO INCLUDED WERE VARIOUS INCENTIVE PROPOSALS FOR VOLUNTEER FIREFIGHTERS AND EMS.
9. COMMITTEE REPORTS:
 - A. AMBASSADOR PROGRAM – STELLA & KIRT HICKEY – SENDING OUT PROPOSAL FOR FUNDING TO BE DONE.
 - B. BYLAWS- WORKING ON A FEW CHANGES
 - C. CONFERENCE 2013 –
 - UPDATE ON RECENT MEETINGS WITH CLACKAMAS/BORING TEAM – FINALIZING THE CLASS/DESCRIPTIONS BY FEB. 15 TO GET REGISTRATION READY FOR MARCH.
 - DISCUSSED POTENTIAL CLASSES, BOARD MEMBERS PROVIDED SOME ADDITIONAL CLASSROOM SUGGESTIONS.
 - DISCUSSED INSTRUCTORS – CLACKAMAS ASKED ABOUT BUDGET FOR INSTRUCTORS – THERE IS NONE, PAST INSTRUCTORS HAVE NOT CHARGED. POSSIBLY A SMALL FEE AVAILABLE INSTEAD OF LODGING.
 - HONOR GUARD – WE OFFERED ROOMS IN THE PAST – THEY DECLINED LAST YEAR BUT SENT A BILL FOR SERVICE LAST YEAR – THEY GENERALLY ASK FOR A ROOM TO CHANGE IN AND ALSO A ROOM TO PRACTICE IN. CLACKAMAS WOULD LIKE TO DO THE OPENING CEREMONY, THE MEMORIAL AND NOT PAY THE EXPENSE WITH THE OREGON HONOR GUARD. BOARD AGREED THAT WE CAN ALLOW THE HOST DEPT TO PROVIDE THIS SERVICE THIS YEAR AND SAVE THE FUNDS. OREGON HONOR GUARD WILL BE INVITED TO HAVE A VENDOR TABLE.
 - T-SHIRT GRAPHICS BY MARCH 15 FROM HOST DEPARTMENT – WOULD LIKE IN DIGITAL FORM – GIVE TO CHRIS MILLS. HE COVERS ALL COST OF T-SHIRTS AND PRINTING IN EXCHANGE FOR 2 VENDOR SPACES. HE NEEDS A MONTH FOR PRODUCTION
 - DISCUSSED FIRE CORPS CLASSES – INFORMATION BY MARCH FOR REGISTRATION
 - AUCTION – KIRT REQUESTED LETTER FOR THE FIRE TRUCK TOY BOX – PRISON IS WILLING TO DONATE \$100 OF \$131 COST
 - KEYNOTE SPEAKER – DAVID PHILLIPS HAS A SUGGESTION- BOARD LIKED THE IDEA AND SAID TO GET MORE INFORMATION
 - WALK THROUGH – POTENTIALLY MARCH 9 10AM-2PM & MARCH BOARD MEETING
 - ADD SOMETHING TO REGISTRATION INFORMATION TO COLLECT LONG TERM SERVICE FOR RECOGNITION – 20 YEARS PLUS – TOTAL TIME INCLUDING MULTIPLE DEPTS. – RECOGNITION WILL BE VERBAL – NOTHING NEEDED FROM OVFA STAFF

2014 CONFERENCE – SEE IF PETE HAS ANY UPDATES OR IF OVFA STAFF SHOULD MAKE CONTACT WITH FACILITY.

- D. GRANTS AND SCHOLARSHIPS – STELLA REVIEWED FUNDRAISING SPREADSHEET INCLUDING GRANTS, LEADERSHIP RETREAT, BOARD MEMBER CONTRIBUTIONS, PRIVATE FOUNDATIONS.
 - THIS YEAR
 - i. DIRECT MAIL
 - ii. TELEMARKETING
 - iii. TRIBAL FOUNDATION
 - iv. FRIENDS OF OVFA
- E. EMT ADVISORY COMMITTEE – NO REPORT
- F. GOVERNOR'S FIRE POLICY – MEETING NEXT WEEK – PRIMARY ISSUE IS LACK OF FIRE MARSHALS
- G. FIRE POLICY COMMITTEE – NO REPORT
- H. NVFC- President Sellers reviewed an email from Allen Montgomery regarding NVFC training programs available for state conferences and other events. Topics include: Attraction and Retention, Emergency Services, Grant Writing for Emergency Services, From Volunteer to Combination, Implementing a Fire Corp Program, Incident Safety Officer Training, and Deadline for requests is January 25. The Board considered implementing a program for Expo but determined that time frame was too short.
- I. LEGISLATIVE – Staff reported that nearly 1500 bills had been reviewed and a bill tracking document had been emailed out. Several bills volunteer public safety incentive bills had been introduced, including tax credits for volunteer firefighters, EMTs, and rural EMTs.
- J. SURPLUS PROGRAM- . President Sellers reported on an email received from the Nehalem Fire Chief regarding recent visits to Sumpter. Sumpter has had issues with regard to working with other departments. The new Chief (Chief Clark) is attempting to address those challenges; however, they are having issues with equipment and training. A brush rig has been donated but there is nothing on it. Dave Butler indicated that there was some brush gear available, along with a medic unit that needs work, and hose. Turnouts are also available. President Sellers will contact Chief Clark.
- K. ISO TASK FORCE – AT REQUEST OF CHIEFS A TASK FORCE HAS BEEN PUT TOGETHER TO DEAL WITH ISO ISSUES SUCH AS RECLASSIFICATION AND BEING HARD-LINED ON THE 5 MILES. SURVEY WILL BE GOING OUT TO ALL DEPARTMENTS TO GATHER INFORMATION FOR THE TASK FORCE TO REVIEW. HOPING THE TASK FORCE WILL BE ABLE TO GO OUT AND ADVOCATE FOR THE DEPARTMENTS AS THEY ARE BEING INSPECTED. NEXT MEETING DURING THE SPECIAL DISTRICTS CONFERENCE, MARRIOTT DOWNTOWN PORTLAND IN FEBRUARY– DAVID SELLERS PLANS TO ATTEND.

10. OLD BUSINESS

- A. DUES FORM UPDATED ON WEBSITE – COMPLETED
- B. AMBASSADOR FORMS UPDATED ON WEBSITE – COMPLETED
- C. STRATEGIC PLAN – ANY FURTHER DISCUSSION AT THIS TIME – STELLA IS WORKING ON COMPLETION OF LEADERSHIP BINDER AND SHOULD HAVE READY FOR REVIEW SOON.
- D. BELL BOX – UPDATE – KIRT BROUGHT THE BOX WHICH IS COMPLETE. FINAL COST WAS \$159.

11. NEW BUSINESS

- A. Budget – reviewed budget, both the proposal without telemarketing funds and the proposal with telemarketing funds. Motion to accept the budget without telemarketing, by David Butler, second by Jason, approved by board with 2/3 vote and note that we might add telemarketing funds after decided.
- B. Telemarketing – Genoa discussed briefly the past Telemarketing Information that Ken Raddle provided. Genoa has some other information that she would like to pursue that offer a good return for other non-profit organizations. Jadent is the company that continues to come up with good comments/reviews. Board asked Genoa to get bids based on companies that she has information on.
 - i. David asked Genoa to get application filled out with DOJ and submitted since it is a 30 day review/approval process.
 - ii. David Sellers asked if the decision to start up telemarketing again is a Board decision or a member decision, David Butler said it is a Board decision. Board is not a huge proponent of the telemarketing but funds are needed to keep association alive.
 - iii. David Butler suggested going straight to telemarketing rather than spending funds on producing a mailer.

- iv. David Butler made motion to have Genoa get bids for telemarketing, Kirt second, approved by all.
- C. Bank – need to get signers on account at Umpqua – will meet at 5pm for Board Meeting in February and go to Umpqua Banquet
- D. 2013 Conference Banquet
 - 1. Contract ready to be reviewed and signed. – Contract for Abernathy will be signed by Jessica.
- E. Brochure – input on updates – still working on updates. Need to remove scholarship information since this is no longer offered.
- F. NW Fire Rescue & Expo Partnership – email sent from Stella previously – Stella was approached by Susan Knorr at Joint Conference to see if we want to be part of this event.
- G. Direct Mailing Proposal/Telemarketing – discussed above.
- H. Nametags – discussed options- David Sellers would like to see an option with a name plate that slides into the stock OVFA Board Name Badge
- I. Retiring Officer Ceremony – Stella reviewed the ceremony document that she created to help with transition during Officer Election ceremony. Board is going to review and share if any changes or revisions are needed.
- J. By Laws – changes due 1st quarter of 2013 – due by April – tabled for now
- K. Lebanon Summit – Lebanon fire held a summit to discuss upcoming changes with ambulance reimbursement – Medicaid is looking to be reduced from 43% reimbursement to 25% reimbursement which will hurt Lebanon greatly with their rural areas that do not have these services. Lebanon potential loss of 14 paid staff, which approximately 50% of paid staff. Huge impact. Might lose ambulance service entirely and have to go to private ambulance services. Lebanon Fire discussing changing volunteer compensation plan, currently \$50 monthly stipend, considering going to per call / PT status and how this will affect the “Volunteer” status and involvement with OVFA.
- L. Billboard Trailer – David Sellers is going to try and pick it up from North Lincoln. David Butler said that he can probably pick it up in the next couple of weeks also.
- M. Legal Shield – working with associations to provide pre-paid legal. Would like to offer the program to the volunteers, David suggested possibly being a vendor at the conference to see if there is any interest. If the association signs up we get a kick back from each policy sold.
- N. Analisa – attended and represented OVFA at a Volunteer Dinner – Klamath Fire Dept. We got great reviews, she represented OVFA well.

12. BOARD REPORTS

- a. REX – DEPUTY CHIEF IS RETIRING END OF MARCH –CURRENT CHIEF IS LOOKING FOR TRAINING OFFICER FROM WITHIN.
- b. DAVID BUTLER – SHARED ABOUT SUMMIT
- c. KIRT – BELL BOX COMPLETED, INVOICE PROVIDED TO OVFA STAFF FOR REIMBURSEMENT
- d. STELLA – CHIEF JUST TURNED IN RETIREMENT PAPERS FOR 2014 WITH SCOTT STANTON STEPPING IN; TRAINING WILL BE GOING ON THIS YEAR. GRANT COMPLETELY SPENT FROM CITIZEN CORP.
- e. JASON – WOULD LIKE LIST OF CONFERENCE AND MEETINGS – GENOA AND JESSICA WILL ASSIST HIM WITH THIS. WOULD LIKE TO BE MORE INVOLVED.
- f. CHRIS BARNES, GUEST: – THANKS FOR LETTING HIM JOIN US!
- g. DAVID SELLERS – NESTUCCA GOING WELL BUT THE DRIVE IS DIFFICULT – REWORKED HIS SCHEDULE TO DO HIS 2 DAYS BACK TO BACK WITH ONLY ONE TRIP PER WEEK.

13. ADJOURNMENT @ 9:38PM.

ACTION ITEMS:

DAVID SELLERS - SCOTT STANTON – CONTACT FOR PENDLETON BUS CRASH – WILLING TO PARTICIPATE IN CONFERENCE?

DAVID SELLERS – GET IN TOUCH WITH CHIEF WOODSON ABOUT OFFICER DEVELOPMENT CLASS FOR CONFERENCE – SAME CLASS AS LAST YEAR

DAVID SELLERS - CONTACT DEVIN WELLS – CHIEF HOOD RIVER – FIRE INSTRUCTORS – TRAINING PROGRAM, MANAGEMENT CLASS, INCIDENT ETC – READY TO HELP WITH CONFERENCE

DAVID SELLERS OR DAVID BUTLER – CONFIRM WITH CHRIS MILLS ABOUT QUANTITY OF SHIRTS – WE EXPECT MORE THIS YEAR THAN IN THE PAST – ESTIMATED 225 – IS THIS AMOUNT OKAY FOR THE TRADE OUT?

KIRT HICKEY – CONTACT OREGON HONOR GUARD – INVITE TO USE COMPED VENDOR SPACE BUT DECLINE USING THEIR SERVICES THIS YEAR SINCE HOST DEPT WANTS TO SHOWCASE THEIR OWN HONOR GUARD. ASK THEM TO FILL OUT VENDOR FORM IF THEY WANT A TABLE SO WE CAN TRACK # NEEDED FOR VENDORS

JESSICA – TELL DAVID PHILLIPS THAT WE ARE VERY INTERESTED IN HIS SPEAKER SUGGESTION – GET THE BALL ROLLING

DAVID BUTLER – NW NATURAL SPEAKER – MIGHT BE A GOOD ADDITION TO CONFERENCE – GET INFORMATION TO DAVID SELLERS & JESSICA TO SHARE WITH CLACKAMAS.

JESSICA – CHANGE BOARD PICTURE TO BE MORE OF A BUST INSTEAD OF FULL LENGTH

GENOA – FILL OUT DOJ FUNDRAISER APPLICATION

GENOA – GET BIDS FOR TELEMARKETING FIRMS

BANKING – NEW SIGNERS FOR ACCOUNT AT NEXT MEETING FEB. 15 AT 5PM. FIELD TRIP TO UMPQUA BANK!

JESSICA – SEND BROCHURE TO ANALISA

JESSICA – NAMETAG – FIND REUSABLE OPTIONS WITH INTERCHANGEABLE NAME PLATE

REX – FOLLOW UP WITH MITCHELL FIRE DEPT

APPROVED 2/15/13.