



OREGON VOLUNTEER FIREFIGHTERS ASSOCIATION

“Representing Those Who Volunteer”

OVFA Board Meeting Minutes

Coquille Fire and Rescue – Coquille, Oregon
August 1, 11:00 Hours

CALL TO ORDER:

President Mullen called the meeting to order at 11:43 hours.

ROLL CALL:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Scott Mullen, President | <input checked="" type="checkbox"/> David Sellers, Director |
| <input checked="" type="checkbox"/> Dave Butler, 1 st Vice President | <input type="checkbox"/> Jason Servaatius, Director |
| <input checked="" type="checkbox"/> Kourosh Modjtabai, 2 nd Vice President | <input checked="" type="checkbox"/> Rex Parks Sr, Director |
| <input checked="" type="checkbox"/> Lori Albert, Secretary/Treasurer | <input type="checkbox"/> Richard Detherage, Chaplain |

GUESTS:

Jessica Renfro

STAFF:

Genoa Ingram
Mary Tucker

ADDITIONS/DELETIONS TO THE AGENDA:

- Director Modjtabai noted that he would like to discuss the Wescott Memorial Scholarship.
- Under New Business, add: Golf Tournament, Surplus Property

MINUTES

Motion: Moved by Dave Butler and seconded by Rex Parks to accept the minutes of the May 15, 2009 meeting as amended to reflect the Dee Wescott Memorial Scholarship.

Motion passed.

GUEST INPUT

There was no guest input

FINANCIAL REPORT:

- Treasurer Lori Albert reviewed the financial documents. There were no bills submitted for approval and all conference invoices had been paid. Treasurer Albert referenced a membership list that showed current and former OVFA members. President Mullen asked that the list be distributed to the Board so that Board members could focus on individual departments that were not currently members. The Board also discussed drafting a letter of invitation to non-member departments stressing the many changes to OVFA. However, face to face outreach was discussed as the preferred method of contact.



OREGON VOLUNTEER FIREFIGHTERS ASSOCIATION

“Representing Those Who Volunteer”

STAFF REPORT:

- Genoa Ingram reported that a final written report on the 2009 Legislative Session would be provided within the next few weeks.
- The “Contribute” button on the OVFA website is about to be launched. Staff asked about appropriate suggested contribution amounts. Board members discussed ongoing monthly contributions but suggested gauging what type of response the “Contribute” button gets.
- President Mullen suggested that OVFA also explore marketing OVFA merchandise on the web.
- The LOSAP program continues to grow.
- Mary Tucker provided a recap of conference evaluations, noting that while evaluations for individual classes had been forthcoming, very few overall conference evaluations had been returned. Board members discussed incentives for getting additional evaluations and whether it would be cost effective to send a letter to each participating district asking for feedback.
- Staff distributed applications for OVFA credit cards to the President, Vice President, Treasurer and Second Vice, along with the NVFC representative. By consensus, the Board agreed that the Secretary should have the higher limit credit card and, in turn, be responsible for paying for higher ticket items. Member limits and appropriate usage was discussed. Dave Butler suggested that Board approval be required for any purchase over \$250.
- Board members discussed whether there was a policy designating specific amounts for death and hardship benefits.
- **Action Item:** Board members asked that policies be reviewed the next meeting regarding:
 - Appropriate use of credit card – President Mullen offered to draft.
 - Death and hardship policy
- Mary Tucker asked permission to set up a separate account for grants and scholarship. The Board acknowledged that changes it officers made it difficult to keep current on bank accounts.

Motion: Moved by Dave Butler and second by Lori Albert to allow the Executive Director or designee to be the authorized officer on the Association’s checking account. Motion passed.

Staff will explore the costs associated with reinstating their bond.

- Staff reported that there had been a solicitation from Aflack to provide services. Board members indicated that they would decline for now.
- Staff reported that Jo Austin was collecting signatures in preparation for OVFA being on the tax check-off. She asked if she could have an OVFA T-shirt so people would know she was representing the Association. Board members agreed.



OREGON VOLUNTEER FIREFIGHTERS ASSOCIATION

“Representing Those Who Volunteer”

COMMITTEE REPORTS:

a) Ambassador Program

Kourosh Modjtabai expressed frustration that in his experience out in the field, he was encountering districts who did not know who OVFA is or were reluctant to become involved due to incidents that had occurred years ago. He emphasized that the primary objective of the program should be to promote OVFA first and asked about modifying the program to accomplish that objective. The Board discussed the viability of the program.

b) Conference

Tina reported that she had met with the Mill Casino. She distributed their proposal for review and feedback from Board members. Scott will be in Hermiston in two weeks working on the 2010 Conference, as will Lori.

c) Grants and Scholarships

President Mullen reported that he had just spoken with Steve Schneiderman and responses were good. The first year performance is crucial in determining if FEMA will grant funding for the second year. Tina asked if there was a question on the website asking visitors how they first heard of OVFA.

He also reported that OVFA has been approached by the Redden Group, represented by a firefighter from Idaho, who wants to provide free training on recruitment and retention. He has already secured commitments from California, Colorado, Idaho and Alaska. Scott asked Board members to review the proposal and provide input.

Scott also noted that there was a grant request from Molalla Fire for training on the Art of Reading Fire on January 9 & 10. He had requested \$2,000 from OVFA.

Motion: Moved by Dave Butler and seconded by Kourosh to approve \$1,000 to Molalla Fire for the Art of Reading Fire with the caveat that OVFA receive a copy of the roster of attendees and, further, if there is a cost associated with the training, OVFA be allowed to provide scholarships to its members. Motion passed.

d) EMT Advisory Committee

No report.

e) Governors Fire Policy Council

No report.

f) Fire Policy Committee

No meetings have been held.



OREGON VOLUNTEER FIREFIGHTERS ASSOCIATION

“Representing Those Who Volunteer”

g) NVFC

President Mullen reported that NVFA addressing assistant firefighter grants program. In short, there had been an attempt by labor to change the scope of the grant and how it is distributed. NVFA is attempting to do some damage control. NVFA has also developed legislation to make the Length of Service Program easier to administer. NVFA has also sponsored the Volunteer Firefighter/EMS Act which will protect volunteer jobs for up to 14 days if they are called up by FEMA. On a side note, NVFA going through some transitions with new officers and will be more aggressive in pursuing legislation on behalf of volunteers. Jack had requested OVFA support.

OLD BUSINESS:

- Dee Wescott Scholarship – Scott suggested taking line item from the budget and designating it as the Dee Wescott Scholarship.

NEW BUSINESS:

- *Storage Containers:* Dave Butler reported that there were two containers that are full and must be unloaded each time they need to haul. He has located a 20 foot container to house merchandise only. The 20 foot size will be easier to move and will cost \$1,575 plus \$275 to be delivered to Lebanon for storage. Lebanon has already approved storage at their station. Dave had compared prices from companies in Seattle and other locations and found this to be the best value. Scott recalled that OVFA had a written agreement with Stayton for storage which could be used as a template for the agreement with Lebanon.
- *Business Cards:* Scott reminded Board members to get their business card information to staff.
- *Laptops:* Scott reported that he had talked with staff from the grant to purchase laptops, one for Secretary and one for President. Also needed are memory sticks, a copy of Microsoft Office and an external hard drive.
- *Future Conference attendance by Board members:* Scott indicated that, in an effort to cut costs, he would like to determine which Board members would attend future conferences. His preference is to send no more than two Board members per conference and to eliminate overnight stays. Tina suggested that the Board take care to designate the appropriate people to attend. Scott announced his intent for OVFA to add back attendance to the firefighter memorial in Emmetsburg.
- *Committee Assignments:* Deferred until next month.
- *Golf Tournament:* In the past OVFA has sponsored Lebanon Fire’s Community Service Golf Tournament. That event is scheduled for September 14 and funds go to support burn victims. Lebanon is requesting \$150.

Motion: Moved by Kourosh and seconded by Rex to contribute \$150 to the Lebanon Fire Cares Golf Tournament. Motion passed.



OREGON VOLUNTEER FIREFIGHTERS ASSOCIATION

“Representing Those Who Volunteer”

- Scott reported on the recent rolling stock acquisition. Dave asked permission to transfer the engine currently stored at Jim Oeder’s former residence. **By consensus**, permission was granted.

BOARD REPORTS:

- Dave reported that he was going to be a grandfather for the second time on or around the 20th of August.
- Lori asked about availability of and continuance of OVFA license plates. Board members discussed that the State DOT had transitioned out of the program due to low volume. OVFA had the option to make up the difference at a cost of \$10,000.
- Dave Sellers asked about how to order OVFA shirt. He will provide size information and quantity requested. Measurements can be taken through Lighthouse.
- Kourosh reported that he had attended services for Hoodland Firefighter.
- Lori reported that she had attended the West Valley Memorial.
- Tina reported that due to employment changes she has more time and offered to assist Board members as needed.
- Scott reported that the Lyons Fire Department had received its grant.

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:

- President Mullen adjourned the meeting at 12:55 hours.

Transcribed by:

Genoa Ingram, OVFA Staff