



# Oregon Fire Marshals Association

727 Center St. NE • Suite 300 • Salem, OR 97301

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## Executive Board Meeting Minutes July 9, 2008

DPSST, Salem

1. **Call to Order** - The meeting was called to order at 10:09 hrs by President Michelle Stevens.
2. **Roll Call: Present:** President Michelle Stevens, 2<sup>nd</sup> VP Doug Friant, Treasurer Mark Wilson, Past President Eric McMullen, 1-yr Director Troy Buzalsky, 2-yr Director Debbie McDermott, and 3-yr Director Michael Silva.  
  
**Absent:** 1<sup>st</sup> VP Chuck Chaffin and SFM Nancy Orr.
3. **Approval of June 16 & 17, 2008 Meeting Minutes**  
Motion by Friant, seconded by McMullen to approve the June 16 & 17, 2008 meeting minutes with the addition of "Stevens" to the OBOA OFMA Liaison Assignments for 2008-2009 FY. Motion carried unanimously.
4. **Guests**  
Stacy Warner representing OSFMO, John Caul, OSFMO-Code Division, Bill Lupton, Jacksonville Public Safety, and Lou Gugliotta, BOLA Consultants.
5. **Treasurers Report**  
Motion by Friant, seconded by Stevens to approve the June 2008 Treasurers Report. Motion carried unanimously.
6. **OSFM Report**  
Stacy Warner reported on the following topics: 1) Fire Season; 2) OR-OSHA 2007 Standard 10 (certifying extinguisher personnel) and inspection conflicts with fire code. Conversations are on-going between both agencies; 3) Budget Process (forecast to remain the same); 4) Fire Code Amendments – hearing date July 17, 2008; 5) The first appeal in 10-years was presented to OSFMO regarding OIT-Klamath Falls (surface for aerial access).
7. **Upcoming Events**
  - a. Roundtable – DPSST Location
  - b. Winter Education Conference – Salishan Contract signed
  - c. 2009 Annual Business Meeting – Linn Benton County Fairgrounds secured
  - d. 2009 Joint Roundtable – Discussion with Washington Fire Marshals (Greg Rogers)

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### 8. Old Business

#### a. Meeting Dates and Location for 2008-09 FY

- July 9, 2008 – DPSST @ 1000 hrs  
**ALL THE FOLLOWING MEETINGS @ 10:30 hrs** *(unless otherwise stated)*
  - August 14, 2008 – DPSST @ 1030 hrs
  - September 11, 2008 – DPSST @ 1030 hrs
  - October 2008 - @ Roundtable (dinner meeting, time/location TBA)
  - November 6-8, 2008 @ OFDDA/OFCA Joint Conference (Seaside) (meeting date, location, and time TBA)
  - December 11, 2008 – DPSST @ 1030 hrs
  - January 15, 2009 – DPSST @ 1030 hrs
  - February 23-27 2009 @ Joint Prevention Conference - Salishan Lodge (meeting date, location, and time TBA)
  - March 12, 2009 @ DPSST @ 1030 hrs
  - April 16-18, 2009 @ OFCA Spring Conference – Redmond (meeting date, location, and time TBA)
  - May 4-7, 2009 @ Annual Business Meeting – Albany (meeting dates, locations, and times to be published with conference agenda)
  - June 2009 @ Strategic Planning
- b. Discussion and approval of Strategic Planning Meeting (Mission, Vision, Value Statements, Goals, and objectives)

Draft objectives were reviewed and assignments were made to develop action plans. BOLA to create an action plan template and distribute via e-mail for assignees to complete.

- c. Member Promotions – Wilson is waiting for website updates, etc and will request approval to move forward.

### 9. New Business

- a. ICC Board Representative Support – John Caul requested the Board write a letter of support for Chief Larry Rude, Eagle Valley, WA who is running for the position of ICC Board Director. Motion by Buzalsky, seconded by Wilson to have President Stevens develop this letter of support to the ICC nominating committee. Motion carried unanimously.

### 10. Committee Report

- a. Education –
- b. Scholarship - Wilson to contact Dan Patterson for an update of the status on this Committee.
- c. By-Laws – Buzalsky report that he is working with Ray Hubbell (Philomath Fire)
- d. Membership – Mc Dermott is updating current membership list and will coordinate with Wilson

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Membership renewal for 2008-2009 expires June 30, 2009. Renewal cost is \$50. Discussion regarding class/conference registration and “automatic membership”. The Board decided to make a “member” and “non-member” category only.

- e. Audit – Jo Pedrola will schedule an audit with Wilson
- f. Recognition Advisory -

### 11. Other Agenda items

- Discussion on the Roundtable week with additional education offerings; Friant to provide information in coordination with State Fire Marshal Deputy training
- Winter School Classes will need to be set to meet deadline of August 1 for development of conference flyer

### 12. Follow-up for July Meeting – *sent separately*

### 13. Next meeting – August 14, 2008 - DPSST @1030 hrs