



“We Are Truth Seekers, Not Case Makers”
OREGON CHAPTER 31
International Association of Arson Investigators, Inc.
1284 Court Street NE ~ Salem, OR 97301

2018 Board Meeting Minutes

(2nd Quarterly Meeting)

March 14, 2018

2nd Quarterly Board Meeting

FD #3, White City, Oregon

Call to Order: 1003 hours

Roll Call: Present

- President John Wolff
- 1st VP Jerry Flowerdew
- 2nd VP Ralph Sartain
- Secretary/Treasurer Andrea Vaughn
- Director Mark Northrop
- Director Lora Ratcliff
- Director Rich Stenhouse
- Director Nicole Brewer
- Director Virginia Chapman
- Director Patti Rhodes
- Christina Korkow, Staff

Excused

Don Miller – leave of absence

Guest:

- Mark Silay, Medford Fire
- Steve Parks, Medford Fire
- Chuck Miller, CM Fire and Forestry
- Kamron Ismaili, Illinois Valley Fire
- Joseph Hyatt, Grants Pass Fire
- Michael Meyer, Grants Pass Fire
- Timothy Stay, Grants Pass Fire
- Rich Holloway, Rural Metro FD
- Mike Gavlik, Rogue River Fire
- Samantha Metheny, Medford Fire
- Tanner Fairrington, Medford Fire
- Chase Browning, Medford Fire
- Dan Hall, JCFD #5

- Minutes of Meeting: December 7, 2017 meeting minutes. Motion to accept the December meeting minutes by Director Mark Northrop, 2nd by Director Virginia Chapman. Motion passed.
- President's Report: President John Wolff gave a brief report on the international conference. The association is working with Don Miller about his future plans and ability to return to the board.
- Staff Report: Christina Korkow reported that the IAAI staff transition from Court Street Consulting (CSC) went smoothly. All IAAI's files, financials, merchandise, and other items have been moved to Jessica Carpenter's home office. IAAI's mail is still being received at CSC, which Jessica picks up weekly or as needed. Jessica and Christina are checking IAAI email at least once a day. Staff set-up Google Groups for the IAAI Board and District Chairs, which seems to be working well.
- Treasurer's Report: Newly appointed Secretary/Treasurer Andrea Vaughn has filled out all necessary paperwork for the position of IAAI Secretary/Treasurer. Christina Korkow gave a brief report on IAAI financials as of March 11, 2018 (full report included in packet). Highlights of the report is as follows: checking balance is \$20,369.53 and savings is \$50,048.75 totaling \$70,418.28. Savings account has earned \$48.75 in interest since June 2015. Overall the current net income is -\$1889.24, which is common for the first two quarters of the year. IAAI's finances are as to be expected at this time.

Committee Reports:

- Membership Report: Director Ratcliff/Director Stenhouse/Director Rhodes: Reported estimated 2018 paid members. At this time being part of the Enhanced Chapter has not seemed to make a difference in the membership numbers. All paid members have been sent membership certificates.
- Training/Education Report: Director Northrop/Director Chapman/Director Brewer/1st VP Flowerdew/Ryan Fields: Mark Northrop informed the group of instructors that have agreed to be at conference, including Thomas May and Douglas Osborn. Jamie McAllister will be instructing the Scientific Method; David Brien has agreed to instruct a class that will be hands on. David Brine and Douglas Osborn's fees are room and travel. Contracts for David and Douglas will be signed soon. Mark Northrop will send Nicole Brewer the list of instructors, so she can post them on the website. The committee also reported on the progress of the conference planning. An in-depth conversation took place about removing banquet night and replacing it with heavy hors d'oeuvres at casino night where awards would be given. The Board decided they would forgo the banquet this year and try combining awards with casino night.
- Conference Site Committee Report: President Wolff/1st VP Flowerdew/2nd VP Sartain/Director Brewer: President Wolff urged the Board to start thinking about venues for conference 2020/2021, including the desire to lock a venue down for 2 years. Newport is locked down for 2018/2019. Committee will explore venues in Bend, Hood River, Seaside, and Salem.
- Constitution/Bylaws/Legislative: 2nd VP Sartain: No Report
- Ethics/Grievances Report: 2nd VP Sartain: No Report

- Awards Report: Director Ratcliff/Don Miller/1st VP Flowerdew/Director Stenhouse/Director Brewer: Lora Ratcliff, gave a brief report on awards and informed the group that we need to order 5-year pins.
- Website/Social Media Report: Director Northrop/Director Chapman/Director Brewer/ Gert Zoutendijk: Mark Northrop informed the group that IAAI's Facebook has been more active. He also wanted to make sure the district chairs knew about the services offered to them on IAAI's website. Nicole Brewer informed the group that she will be getting pictures from last year's conference put on IAAI's website and social media outlets.
- Professional Development Report: Ryan Fields: No Report
- Oregon Fire Marshal Association Report: No Report

District Reports:

Portland:

John Wolff reported attendance is growing; good training is being offered and they are seeing attendees from outside the district.

Mid-Willamette:

No report. Mark will check on status of this district.

Lane:

No report.

Rogue Valley:

Tanner Fairrington gave report. Local seminar has been wrapped up; Samantha Metheny headed the event and the conference was a success. Financially they are doing well. Chris Elrod and Barry Grimm would like to see them grow and put on bigger event next year. Rogue Valley got beautiful new banners that they will be bringing with them to IAAI conference. They would like to place one of the banners at the north end of the state and one at the south end.

Central:

Andrea Vaughn reported that the meetings have been changed to Wednesdays. The trainings have been going well. They are trying to listen to the members and get trainings that the members are interested in.

Eastern:

No report.

Old Business:

- Banking – Andrea Vaughn has gone to the bank and signed all paperwork needed to be added to the account, Jerry Flowerdew will be going tomorrow.

New Business:

- Andrea Vaughn has been appointed as the IAAI Secretary/Treasurer. The board welcomed her to the team.
- International Conference: IAAI provides money for the President and Vice President to attend.

Comments from the Floor/Guests:

None

Next meeting will be in Central Oregon, June 21, 2018 at 10am. Andrea Vaughn will be hosting possibly at Bend FD.

- Motion to adjourn March 14, 2018 meeting by Director Rich Stenhouse, 2nd by Director Virginia Chapman. Motion passed.

Meeting adjourned at 1120 hours.

Minutes transcribed by Christina Korkow, staff.

Action Items:

John Wolff – Reserve Honor Guard for conference
 Staff – Inquire cost of continental breakfast for conference attendees
 Staff – Move business meeting to lunch Tuesday 18th
 Staff – Take out banquet and add awards and heavy hors d'oeuvres to social night/casino night
 Staff – S'mores night will be Tuesday, Sept 19th
 Staff – Board is attending conference at 50%
 Staff – Conference will offer vendor space and break sponsorship
 Staff – Email Board merchandise/inventory count
 Mark Northrop – Send Nicole Brewer the list of conference instructors
 Nicole Brewer – Post conference instructors on website
 Board – Start thinking about venues for 2020/21 conference
 Conference Committee – Explore venues in Bend, Hood River, Seaside, and Salem
 Lora Ratcliff – Order 5-year pins.
 Nicole Brewer – Post pictures from last year's conference on IAAI's website and social media outlets
 Mark Northrop – Check status of Mid-Willamette district Jerry Flowerdew – Get added to the bank accounts