



“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

(4th Quarterly Meeting)

June 21, 2018
4th Quarterly Board Meeting
Newport, Oregon
Call to Order: 0910 hours

Roll Call: Present

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

Excused

Don Miller – leave of absence

Guest:

- John Gentry, retired
- Minutes of Meeting: June 21, 2018 meeting minutes. Motion to accept the June 2018 meeting minutes by Director Mark Northrop, 2nd by Director Virginia. Motion passed.
- President's Report: Welcome to all, 40th Annual Advanced Arson Seminar, thanked the board and staff for all their efforts to prepare for the event. Update on Don Miller; Don was unable to

fill his role, his health is better now, but he had decided to focus on his family and not re-engage with the board at this time.

- Staff Report: Staff shared an update logistics of the seminar, all is well in hand. Discussed responsibilities and assistance needed from board, duties were assigned.
- Treasurer's Report: Staff provided a treasurer's report, by consensus the report was accepted by the board.
- Committee Reports:
 - Membership Report: Director Ratcliff/Director Stenhouse/Director Rhodes: Minimal changes to the last membership report, still averaging about 220 members.
 - Training/Education Report: Director Northrop/Director Chapman/Director Brewer/1st VP Flowerdew/Ryan Fields: Doug Osborne is on-site, Jerry is still working on a sniffer for David Brien.
 - Conference Site Committee Report: President Wolff/1st VP Flowerdew/2nd VP Sartain/Director Brewer: Need to work on locating 2020/2021 locations. Staff work on getting bids from Hallmark Resort Newport, Seaside, Hood River.
 - Board will meet on Wednesday following class to discuss potential new locations.
 - Constitution/Bylaws/Legislative: 2nd VP Sartain: Current bylaws needs to be added to website. Ralph to get to Nicole to update.
 - Ethics/Grievances Report: 2nd VP Sartain: No report.
 - Awards Report: Director Ratcliff/Don Miller/1st VP Flowerdew/Director Stenhouse/Director Brewer/Director Chapman: Awards are ready, including Thenell's award who will be attending in person. John or Ryan Fields will present the Thenell award, Rich and Lora will MC the awards. Scott Goff was recipient of scholarship. 2nd scholarship recipient elected not to attend so only one scholarship was awarded this year.
 - Website/Social Media Report: Director Northrop/Director Chapman/Director Brewer/ Gert Zoutendijk: Mark offered to stay involved with Facebook after he leaves the board, he mentioned that he does not receive much from Districts but is happy to post their stuff if they send it. Update on specific emails through the website, this is an option that costs about \$2 per email per month. Nicole shared that website has some tools and resources that we are not currently using but might want to explore.
 - Professional Development Report: Ryan Fields: No Report
 - Oregon Fire Marshal Association Report: No Report

District Reports:

Portland:

John Wolff reported that meetings are still seeing great attendance at most meetings

Mid-Willamette:

No report

Lane:

No report

Rogue Valley:

Meeting monthly. Mark would like to make an announcement during business meeting about the January seminar.

Central:

Having regular meetings with exception of busy fire season.

Eastern:

No report

Old Business:

None

New Business:

Board Updates

- Virginia Chapman will run for re-election, it will be her first official term since she completed remainder of term. It will be a three-year term.
- Nicole Brewer is not running for re-election – will continue to help with the website.
- Rich Stenhouse is running for 2nd VP so this will leave one year left of his term to fill
- Mark Northrop is not running for re-election.
- Open positions are:
 - Three Year Director (Virginia Chapman Incumbent)
 - Three Year Director
 - Three Year Director
 - Remainder of term from Rich Stenhouse – 1 year remaining
- Taxes – staff has the completed tax return and needs treasurer to sign during seminar.
- Raffle – Board members will sell tickets during break.
- Speaker Gifts – Patti Stenhouse will shop for four speakers, motion by Virginia, 2nd by Lora - \$200.00 max budget
- Casino Prizes – Ralph will purchase gift cards for casino prizes, \$75, \$50, \$25
- Merchandise - \$12 padfolios, \$18 shirts
- Hospitality Suite – board will host a casual get together in the complimentary suite on Monday evening 7:30pm-9pm
- Staffing Discussion
 - Board and staff discussed the on-going issues with the Enhanced Chapter partnership including membership issues and delayed event registration this year with the online registration being closed for 6 weeks of the summer, our prime registration. The Board

asked if staff feels that they could take these tasks back and at this time staff does not have the time or resources to provide these services at the level desired. Additional options will be explored and discussed in the future.

Comments from the Floor/Guests: None

Next meeting will be Thursday, Dec. 6, 2018 at TVFR at 10am.

Meeting adjourned at 11:00 am hours.

Minutes transcribed by Jessica Carpenter, staff.