



“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

(3rd Quarterly Meeting)

June 21, 2018  
3rd Quarterly Board Meeting  
Bend, Oregon  
Call to Order: 1003 hours

Roll Call: Present

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

Excused

Don Miller – leave of absence  
Ralph Sartain  
Mark Northrop

Guest:

- Gary White, Crooked River F & R
- John Brewer
- Bruce Nissen

- Minutes of Meeting: March 14, 2018 meeting minutes. Motion to accept the March 2018 meeting minutes by Director Rich Stenhouse, 2<sup>nd</sup> by Director Lora Ratcliff. Motion passed.

- President's Report: President Wolff shared status of International included: Bumper Mullen was elected as new President, conference location in Frisco was well received, next ITC will be held in Jacksonville, FL April 14-19, 2019. Don Miller has elected to not complete the remainder of his term as President due to past health complications. Outgoing directors Nicole and Mark (confirm names) need to determine if they want to run again or if we need to seek new candidates.
- Staff Report: Staff shared an update on the conference brochure and missing information still needed.
- Treasurer's Report: Staff reviewed the financial reports provided. All is as expected at this time. Discussed open invoice for Thenell Law. Motion by Jerry to void open invoice, 2<sup>nd</sup> by Rich. Motion passed.

#### Committee Reports:

- Membership Report: Director Ratcliff/Director Stenhouse/Director Rhodes: Reported estimated 209 current members. The new membership options of multi-year is membership payment creates some duplicates on the reports provided by International, but membership seems to be smoothing out.
- Training/Education Report: Director Northrop/Director Chapman/Director Brewer/1<sup>st</sup> VP Flowerdew/Ryan Fields: Still waiting to fill one class on Tuesday afternoon, had an instructor scheduled, but that individual has had some medical issues and is not able to commit. Committee will be working filling this last class. Andrea Vaughn suggested Nikki Vance from OSP, Crime Lab, she gave a great presentation and came highly recommended.
- Conference Site Committee Report: President Wolff/1<sup>st</sup> VP Flowerdew/2<sup>nd</sup> VP Sartain/Director Brewer:
- Constitution/Bylaws/Legislative: 2<sup>nd</sup> VP Sartain: No Report
- Ethics/Grievances Report: 2<sup>nd</sup> VP Sartain: No Report
- Awards Report: Director Ratcliff/Don Miller/1<sup>st</sup> VP Flowerdew/Director Stenhouse/Director Brewer: Discussed past award categories. Lora, 2<sup>nd</sup> Patti to eliminate District of the Year award.
- Website/Social Media Report: Director Northrop/Director Chapman/Director Brewer/ Gert Zoutendijk: Nicole will add Jessica as FB editor, Website is up to date, needs a few bios from staff.
- Professional Development Report: Ryan Fields: Ryan is not present, there is some tentative talk of an Expert Witness Class but there is potentially one in Vancouver.
- 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:

No report.

Central:

Andrea Vaughn reported that 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:

- International Conference – Venue was nice, warm weather.
- March Action Items
  - Reserve Honor Guard – no state representative in Newport area, John asked if anyone has contact with Coast Guard and no one does but he will check. Andrea suggested OSP Honor Guard, she will check on their availability.
  - Breakfast – staff will check on breakfast options both hot and continental
  - Business meeting moved to Tuesday with board elections, installation, awards. Casino night will only be social.
  - S'mores night is Tuesday – hotel will set up everything, weather dependent from 6pm-7pm
  - Discussed sponsor/vendor – staff will update to only have break sponsors, vendors on a case by case basis.
    - Oregon State Police Assoc is a maybe, Talbott is a maybe
  - Merchandise/Inventory – Staff will bring all items to conference and association will work on selling as much of it as possible.
  - Jerry Flowerdew has taken care of banking updates.
  - Conference Committee will begin to work on potential sites
  - Raffle – staff will solicit donations from districts, attendees, and staff will provide a letter for soliciting donations.
  - Casino night – Virginia and Ralph will oversee. Schedule it from 7pm to 10pm. Casual, no host bar- one free drink ticket at the door, one large raffle giveaway, staff check on budget for food and including 100 potential drink tickets.
  - Staff and Mark will work on slide show for business lunch – include 2017 photos – available on the website.

New Business:

- Hotel Rooms – staff reminded board to make their hotel room reservations soon to ensure they get discounted rates.
- Discounted Conference Registration – staff shared the discount code to use for the 50% discount that the board receives at the annual training seminar.

Comments from the Floor/Guests:

Gary White

- Conference – it would be nice increase lead time for instructors to commit so that attendees have more time to make a decision about participation. Partial information is better than no information.
- Central Oregon Chapter – struggling to keep and gain more active members. Seeking input, assistance and suggested soliciting membership for Wildland Fire Investigators.
- Oregon Association of Licensed Investigators – potential member recruitment – Gary will get staff contact information.
- Virginia can provide a list of some privates for potential member recruitment.
- IASIU – another opportunity for potential member recruitment

Virginia – 7 registered for Ryan's expert witness class next week in Vancouver

Jerry – provided an update on Ron Smith's very serious accident, he was on his bike, possibly hit and run. Staff will send a get-well card from the IAAI Board.

Rich – asked about recognition for Don Miller – thoughts were to invite him to conference including a night and have him attend business meeting and get his past presidents award. Nicole suggested Don be nominated for Distinguished Service Award.

Next meeting will be Monday, September 17, 2018 at 9am at the Hallmark Resort in Newport, Oregon.

Meeting adjourned at 12:04 pm hours.

Minutes transcribed by Jessica Carpenter, staff.