



**Oregon Fire Service Office Administrators**  
Board Meeting Agenda  
3rd Quarter – July 12, 2021 – 2 p.m.

**Via Zoom**

1. Welcome
2. Roll Call

Executive Board:

- President Julie Spor, Sisters-Camp Sherman Fire District
- Vice President Ashley Naught, Tualatin Valley Fire & Rescue
- Secretary Dulcy Pierce, McKenzie Fire & Rescue
- Treasurer Jamie Vohs, Black Butte Ranch Fire District
- Past President Susan Shepard, Polk County Fire District
- Region 1 Rep Jennifer Fox, La Grande Fire Department
- Region 2 Rep Lillie Rodriguez, Philomath Fire & Rescue
- Region 3 Rep Pam Webber, Medford Fire Department
- Region 4 Rep Melissa Goodwater, Molalla Fire District
- Region 5 Rep Nikki Osborn, Klamath Co FD #1

Committee Chairs:

- Education Chair Sally Cravinho, Office of State Fire Marshal
- Membership Chair, Donna Fleischman, McMinnville Fire
- Communications Chair Melanie Bicket, Tualatin Valley Fire & Rescue
- Protocol Chair Rhonda Grant, Stayton Fire District

Subcommittees:

- Accreditation Chair – Nannette Howland, Sandy Fire District
- Website Chair Laura Houston, Stayton Fire District
- Hospitality Chair Dulcy Pierce, McKenzie Fire & Rescue
- Good Will Dana Schulke, Crooked River Ranch Fire
- Merchandise Chair Kim Sunderlin, Tualatin Valley Fire & Rescue
- Scholarship Ashley Naught, Tualatin Valley Fire & Rescue
- Auditor Lillie Rodriguez, Philomath Fire & Rescue
- Registrar Trish Lutgen, Aumsville Fire
- Event Planning Committee Chair Diane Nave, Tualatin Valley Fire & Rescue

3. Introduction of Guests
4. Approval of Minutes
  - a. 2<sup>nd</sup> Quarter Board Meeting
5. Treasurer's Reports
6. Correspondence
7. Regional Representative Reports
  - a. Region 1 Rep Jennifer Fox

- b. Region 2 Rep Lillee Rodriguez
  - c. Region 3 Rep Pam Webber
  - d. Region 4 Rep Melissa Goodwater
  - e. Region 5 Rep Nikki Osborn
  - f. Region Liaison Susan Shepard
8. Liaison Reports
- a. Bill Boos, Oregon Fire Chiefs Association
  - b. Laoreal Williams, Oregon Fire District Directors Association
9. Committee & Sub-Committee Reports
- a. Education - Sally Cravinho
    - i. Accreditation – Nannette Howland
    - ii. Event Planning Committee – Diane Nave
    - iii. Scholarship – Ashley Naught
  - b. Membership – Donna Fleischman
    - i. Hospitality – Dulcy Pierce
    - ii. Good Will – Dana Schulke
    - iii. Merchandising – Kim Sunderlin
  - c. Protocol/Parliamentarian - Rhonda Grant
    - i. Auditor – Lillee Rodriguez
    - ii. Registrar - Trish Lutgen
  - d. Communications – Melanie Bicket
    - i. Website - Laura Houston
10. Business Items
- a. Update on Facebook Page
  - b. Life Membership Nominations
    - i. Susan Shepard
    - ii. Deb Keehn
    - iii. Karen Duckworth
  - c. Committee Positions
    - i. Melissa Goodwater – Region 4 – Expires 10/31/2022
    - ii. Kim Sunderlin – Merchandise – as soon as possible.
    - iii. EPC Open Positions
11. Other business or good of the order
12. Adjourn