



**Oregon Fire Service Office Administrators**  
Board Meeting Agenda  
4th Quarter – October 4, 2022 – 1 p.m.  
**Salishan Coastal Lodge – Gallery Room**  
**7760 N. Highway 101 – Gleneden Beach, Oregon**

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 Rhonda Grant, Stayton Fire District
- Region 1 Rep Jennifer Fox, La Grande Fire Department
- Region 2 Rep Lilliee Rodriguez, Philomath Fire & Rescue
- Region 3 Rep Pam Webber, Medford Fire Department
- Region 4 Rep Melissa Goodwater, Molalla Fire District
- Region 5 Rep - *Vacant*

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 Ashley Adams, Dallas Fire & EMS
- Goodwill Dana Schulke, Crooked River Ranch Fire
- Merchandise Chair Trish Lutgen, Aumsville Fire
- Scholarship Ashley Naught, Tualatin Valley Fire & Rescue
- Auditor Lilliee 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. 3<sup>rd</sup> Quarter Minutes – July 25, 2022
5. Treasurer's Reports
6. Correspondence
  - a. Thank You Card - Fox

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
8. Liaison Reports
  - a. Oregon Fire Chief's Association – Chief Beswick, Nehalem Bay Fire & Rescue
  - b. Office of State Fire Marshal – Chief Mariana Ruiz-Temple
9. Committee & Sub-Committee Reports
  - a. Education - Sally Cravinho
    - i. Accreditation – Nannette Howland
      1. Level 4 Award Discussion
    - ii. Event Planning Committee – Diane Nave
    - iii. Scholarship – Ashley Naught
  - b. Membership – Donna Fleischman
    - i. Hospitality – Ashley Adams
    - ii. Goodwill – Dana Schulke
    - iii. Merchandising – Trish Lutgen
  - c. Protocol/Parliamentarian - Rhonda Grant
    - i. Auditor – Lillee Rodriguez
    - ii. Registrar - Trish Lutgen
  - d. Communications – Melanie Bicket
    - i. Website - Laura Houston
10. President's Report
11. Business Items
12. Other business or good of the order
13. Adjourn