

OREGON FIRE SERVICE OFFICE ADMINISTRATORS
POST CONFERENCE MEETING MINUTES
Hallmark Resort, Newport, Oregon
October 16, 2009

ATTENDANCE:

Executive Board:

- President Rhonda Grant, Stayton Fire District
- Vice President Susan Boyle, Tualatin Valley Fire & Rescue
- Secretary Janet Huston, Siuslaw Valley Fire and Rescue
- Treasurer Susan Shepard, Polk County Fire District No. 1
- Immediate Past President Karen Bracken, Keizer Fire District
- Region 1 Rep Jane Herman, Mid-Columbia Fire & Rescue
- Region 2 Rep Deb Keehn, Albany Fire Department
- Region 3 Rep Brenda Burks, Winston-Dillard Fire District
- Region 4 Rep Jill Dorrell, Newberg Fire Department
- Region 5 Rep Bonita Johnson, LaPine RFPD

Committee Chairs:

- Education Chair Pam Webber, Medford Fire Department
- Membership Chair Barb Kunkel, Portland Fire & Rescue
- Communications Chair, vacant
- Protocol Chair Pat Cane, McKenzie Fire & Rescue

Subcommittees:

- Accreditation Chair Susan Boyle, Tualatin Valley Fire & Rescue
- Conference 2009 Chair Janet Huston, Siuslaw Valley Fire and Rescue
- Workshop 2010 Chair Lynsey Hillesland, Clackamas County Fire District 1
- Conference 2010 Chair Bonita Johnson, LaPine RFPD
- Workshop 2011 Chair Amy Anderson-Rice, Roseburg Fire Department
- Conference 2011 Chair, open
- Hospitality Chair Jan Mann, Santa Clara Fire District
- Website Chair Laura Houston, Stayton Fire District
- Merchandise Chair Amy Anderson-Rice, Roseburg Fire Department

President Rhonda Grant called the Post Conference Board Meeting to order at 12:32 p.m.

President Grant welcomed our guests, Carrie Compton of Albany Fire Department and Carrie Szabo of Clackamas County Fire District 1.

BUSINESS ITEMS:

- 1. Recap of Board Elections:** Election was by unanimous vote for slate of officers during the annual business meeting.

Vice President: Susan Boyle
Treasurer: Susan Shepard
Region 4 Rep: Jill Dorrell
Region 5 Rep: Bonita Johnson

2. *Recap of Awards* presented to members at Banquet:

President's Award to Barb Kunkel

Life Membership Award to Elaine Parrott

Anna Kraemer, Marion County FD #1, achieved all three levels of Accreditation

- 3. *Communications Chair:*** President Rhonda Grant reported that Tania Kleinschmidt of Chemeketa College has expressed an interest in this open position. Tania indicated that she will let President Rhonda Grant know her decision soon.
- 4. *2010 Workshop:*** The workshop will be hosted by Clackamas County FD #1 with Lynsey Hillesland as Workshop Chair. Dates will be in April 2010.
- 5. *2010 Conference:*** The conference will be in Bend, committee chaired by Bonita Johnson, with the dates to be determined.
- 6. *2011 Workshop:*** The workshop will be in Roseburg, committee chaired by Amy Anderson-Rice.
- 7. *Establish future meeting dates:***

January 20, 2010 at 1:00 p.m. at DPSST in Room A-234

April 20, 2010 at 3:00 p.m. prior to Clackamas Workshop

July 21, 2010 at 1:00 p.m. at Wilson-Heirgood in Eugene

October 12, 2010 at 3:00 p.m. prior to Annual Conference in Bend

- 8. *Disposal of Ballots:*** Election by voted slate, therefore, no ballots.

9. *Good of the Order:*

Outgoing Treasurer Vickey Dosier reported that OFSOA grossed \$512.00 before expenses on the raffle and the silent auction brought in \$384.75.

Merchandise Chair, Amy Anderson-Rice, reported purchases totaling \$510.50. *Susan Boyle made a motion to authorize Amy to use the \$510.50 to purchase products for the OFSOA Store. Deb Keehn seconded the motion and it passed by unanimous vote.*

President Grant expressed the importance of communicating to the officers and chairs when someone learns of a member who is ill, has a death in the family, or some type of loss, provided member gives permission to share the information.

The post conference board meeting was adjourned at 12:52 p.m. on October 16, 2009 by President Rhonda Grant.

Respectfully submitted by:

Janet L. Huston

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Siuslaw Valley Fire and Rescue