



Oregon Fire Service Office Administrators
Day 1 - Annual Business Meeting
Wednesday October 4, 2023 - 12:30 p.m.
The Best Western - Hood River, Oregon

President Dulcy Pierce welcomed everyone and called the meeting to order at 12:45 p.m.

Reports:

Event Planning Report - Jennifer Fox shared that the Event Planning Committee (EPC) always has volunteer openings. There are easy ways you can volunteer and assist with OFSOA events and conferences. The 2024 conference will be at Newport, Agate Beach Motel, on October 2nd-4th. Fox shared that she needs assistance with getting speakers.

Region Announcements - Ashley Adams shared that she is the Region 2 Representative and Kelly Busch is the Region 3 Representative. They explained that they are the liaison between members and that if any members have any questions, to reach out to either of them. They shared that there are currently 3 vacant Region Rep positions: 1, 4 & 5 and to qualify you have to be a member for 1 year. They would love for you to consider joining their team and they would like to talk to you about it, if you have any interest.

Hospitality - Ashley Adams added that she has fun stuff planned for tonight's events.

Registrar - Nothing to report.

Protocol - Rhonda Grant shared that there are proposed bylaws for the members to review that prioritize values and objectives of the organization. They took out the executive board section, added descriptions of the board positions, and changed the board process for elections. The major change was the nominating and election process allowing for electronic elections. They moved the subcommittee Event Planning Chair to a Board member because they felt that the training and planning as a key role in things the board votes on.

Business Items -

Elections: -

Open Board Positions. Jennifer Fox shared the open positions and voting procedures. Vice-President, Treasurer, Rep 1, Rep 4, and Rep 5.

Open Committee and Sub-Committee Positions. Jennifer Fox shared the open Merchandise position. Their hope is to have two people tag team this position.

Meeting Recess: 1:19 p.m. - The Annual business meeting will resume on Thursday the 5th at 12:15.



Oregon Fire Service Office Administrators
Day 2 - Annual Business Meeting
Thursday October 5, 2023 - 12:15 p.m.
The Best Western - Hood River, Oregon

Annual Business Meeting Continued - 12:45 p.m.

Reports:

Treasurer - Jamie Vohs shared with the members that there is a budget line for grants and scholarships.

Audit Report - Haley Meshnik shared the Audit report.

Membership Report - Donna Fleischman shared that there are 55 registrations in the membership to date, during the current renew process.

Communication Report - Stephanie Hale shared that she has been assisting with the email blasts and creating the quarterly newsletters. She is asking membership to send her photos for the next quarter Sixth Bugle.

Website Report - Brittney Burroughs shared a brief overview of the new website.

Business Items -

Elections: -

Vote on the Bylaws: - Voting papers were passed out to the members to submit their vote for the Bylaw changes. Bylaw changes passed.

Open Board Positions. Jennifer Fox stated the open positions and voting procedures. Vice-President, Treasurer, Rep 1, Rep 4, and Rep 5. Candidates presented their speeches about why they are interested in taking on this new role.

Nominees:

- Vice-President - Jennifer Fox - LaGrand Fire Department
- Treasurer - Stephanie Hale - Polk County Fire District #1
- Rep 1 - Dana Schulke - Crooked River Ranch Fire & Rescue
- Rep 4 - None
- Rep 5 - Morgan Crabtree - Bend Fire & Rescue

Open Committee and Sub-Committee Positions. Jennifer Fox shared the open merchandise position. Their hope is to have two people tag team this position.

Nominees:

- Merchandise - None

A motion was made by Trish Lutgen to approve the nominees for the open Board positions. The motion to approve was seconded by Ashley Adams. Motion carried unanimously.

Respectfully submitted.
Haley Meshnik - Secretary