



Oregon Fire Service Office Administrators

Board Meeting Agenda
2nd Quarter - May 1st, 2024 - 1 p.m.
Held Virtually

<https://us06web.zoom.us/j/86152632859?pwd=mcboyQvgX5VVKP8SbnPrLtna22yDui.1>

Meeting ID: 861 5263 2859 **Passcode:** 462517

1. Welcome
2. Roll Call

Executive Board:

- President Dulcy Pierce, McKenzie Fire & Rescue
- Vice President, Jennifer Fox, La Grande Fire Department
- Secretary Haley Meshnik, Pleasant Hill Goshen Fire & Rescue
- Treasurer Stephanie Hale, Polk County #1
- Past President Vacant
- Region 1 Rep, Dana Schulke - Crooked River Ranch Fire & Rescue
- Region 2 Rep, Vacant
- Region 3 Rep, Kelly Busch, Grants Pass Fire & Rescue
- Region 4 Rep Vacant
- Region 5 Rep, Morgan Crabtree - Bend Fire & Rescue

Committee Chairs:

- Education Chair Sally Cravinho, State Fire Marshal
- Event Planning Committee Chair, Jennifer Fox, La Grande Fire Department
- Membership Chair, Donna Fleischman, McMinnville Fire
- Communications Chair, Stephanie Hale, Polk County #1
- Protocol Chair - Vacant

Subcommittees:

- Accreditation Chair - Nannette Howland, Clackamas Fire
- New Website Chair Brittney Burroughs, Medford Fire Department
- Hospitality Chair, Vacant
- Good Will Kate Hennessy, Albany Fire
- Merchandise, Vacant
- Scholarship, Jennifer Fox, La Grande Fire Department
- Auditor Haley Meshnik, Pleasant Hill Goshen Fire & Rescue
- Registrar Trish Lutgen, Western Lane Fire & EMS

3. Introduction of Guests
4. Approval of 1st Quarter Board Meeting Minutes.
5. Treasurer's Reports - Report Provided
6. Correspondence -
 - a. Thank you from Susan Shepard for condolence card from OFSOA
 - b. Victoria Reynold's letter - Moving to GA.
7. Region Representative Reports
 - a. Region 1 Rep - Dana Schulke - Crooked River Ranch Fire & Rescue - Report Provided
 - b. Region 2 Rep - Vacant
 - c. Region 3 Rep - Kelly Busch - Report Provided

- d. Region 4 Rep - Vacant
- e. Region 5 Rep - Morgan Crabtree - Bend Fire & Rescue - Report Provided
- 8. Liaison Reports
 - a. SFM - Sally Cravinho - No Report Provided
 - b. OFDDA - No Report Provided
 - c. OFCA - No report - No contact Liaison
 - d. Fire, Life & Safety - No Report Provided
- 9. Committee & Sub-Committee Reports
 - a. Education - Sally Cravinho - No Report Provided
 - i. Accreditation - Nannette Howland - No Report Provided
 - ii. Event Planning Committee - Report Provided
 - iii. Hospitality - Vacant
 - iv. Scholarship - NA
 - b. Membership - Donna Fleischman - No Report Provided
 - i. Good Will - Kate Hennessy - Report Provided
 - ii. Merchandising - Vacant
 - c. Protocol/Parliamentarian - Vacant
 - i. Registrar - Trish Lutgen - Report Provided
 - d. Communications - Stephanie Hale - Report Provided
 - i. New Website - Brittney Burroughs - Report Provided
- 10. Business Items
 - a. Notice and discussion dues increase.
 - b. Open Board Positions
 - i. Merchandise
 - ii. Rep 2
 - iii. Rep 4
 - iv. Protocol
 - v. Hospitality
 - c. Electronic Voting - Discuss creation of Election team and appointment during the April Meeting.
 - d. Name tag update
 - e. Spring Workshop - 1 Day
 - f. Board Retreat
 - g. Collab & Learn Monthly Lunch Meet ups.
 - h. Discussion about moving Hospitality under EPC
 - i. Tracking Membership and Updating the Website Rosters
 - j. Budget for New Member Postcard idea
- 11. Vice President - Jennifer Fox - Report Provided
- 12. Past President's Report - NA
- 13. President's Report - Dulcy Pierce - Report Provided
- 14. Other business or good of the order
- 15. Adjourn