



“We Are Truth Seekers, Not Case Makers”
OREGON CHAPTER 31
International Association of Arson Investigators, Inc.
1284 Court Street NE ~ Salem, OR 97301

2020 Board Meeting Minutes

December 3, 2020
1st Quarterly Board Meeting
Online Meeting
Call to Order: 1005 hours

Roll Call: Present / Excused parties noted

- President Ralph Sartain
- 1st VP Rich Stenhouse
- 2nd VP Virginia Chapman
- Secretary/Treasurer John Wolff
- Director Lora Ratcliff
- Director Miguel Bautista
- Director Debbie McDermott (excused)
- Director -Vacant
- Director -Vacant
- Ex-Officio Jerry Flowerdew (excused)
- Jessica Carpenter, Staff

Guest:

None

Minutes of Meeting:

September 2020 strategic board meeting minutes presented.

Motion by 2nd VP Chapman to accept minutes as presented, 2nd by 1st VP Stenhouse. Motion passed unanimously.

President's Report:

Keep moving forward and hope to be meeting in person as a board and as an association in the fall of 2021. President Sartain shared about the new OSFM new Fire Investigator Certification that has been rolled out. Oregon IAAI was not consulted as expected. President Sartain suggested that 1st VP Stenhouse reach out to see how we might incorporate some of this training in the upcoming training seminar.

Staff Report:

No staff report.

Treasurer's Report:

Treasurer Wolff reviewed the financial reports. By consensus, the financials were accepted.

Committee Assignments Discussion & Report:

- Membership Committee: Chair Director Bautista, Director Ratcliff, Staff – Director Bautista shared update on the membership numbers and that it is good time to start reaching out to see about renewing or returning to the organization. Current membership is 159, which is about 50-60 below our average in years past.
- Budget/Finance: Chair Treasurer Wolff & Staff – Draft budget reviewed and no questions.
 - **Motion** by Director Vaughn to adopt the 2021 budget as presented, 2nd by 2nd VP Chapman. Motion passed unanimously.
- Training/Education Report: 1st VP Stenhouse, 2nd VP Chapman, Past President Flowerdew, Director Bautista, Director McDermott – 1st VP Stenhouse is seeking input on the previous instructors/classes that were planned for the 2020 seminar that was cancelled or seek new suggestions. President Sartain suggested addition of new NFPA 921 and Director Bautista reminded the need for an ethics class. Director Vaughn said the DPSST has trainers for Ethics and they are willing to be part of the seminar or even possibly around the state training, 1st Stenhouse requested the contact information for the Ethics Instructor – Scott Salisbury was the contact Director Vaughn provided. Director Bautista brought up a Health and Safety training opportunity through IAAI, available for free.
- Conference Site Committee Report: 2nd VP Chapman, Treasurer Wolff, Director McDermott – Staff still needs to follow up with Hood River.
- Constitution/Bylaws/Legislative: President Sartain – no report.
- Ethics/Grievances Report: 2nd VP Chapman – no report.
- Awards Report: Chair Director Ratcliff, 2nd VP Chapman – no report.
- Website/Social Media Report: 2nd VP Chapman, Gert Zoutendijk, Staff – 2nd VP Chapman has been working on keeping the website, staff is continuing to keep social media active.
- Professional Development Report: Ryan Fields, 1st VP Stenhouse – 2nd VP Chapman reported on the October 2020 Expert Witness Class in Lake Oswego: 8 students registered, 7 attended. Reports that the class went well, but the lawyers involved were a bit newer and may need some feedback about not being too nice in the future.
- Oregon Fire Marshal Association Report: Representative Director Ratcliff – Wildland fires and rebuild codes with BCD is the big topic for this industry.

District Reports:

- Portland:
Director Bautista shared about recent Zoom meeting, discussing new elections for the District but leaning towards keeping everyone in their position if needed.
- Mid-Willamette: Dissolved at last meeting
- Lane:

No report.

- Rogue Valley:
No report.
- Central:
No report. Director Vaughn has retired from her previous position and reported that it was a continuous hardship to get participation. Director Vaughn will provide President Sartain with Gary White's information to reach out to regarding the status of this district.
- Eastern:
No report.

President Sartain indicated that he hopes to reach out to

Old Business:

- Open Board Positions – Oregon IAAI received two letters of commitment from two interested parties to fill the two vacant Board of Director positions, terms expiring in Sept. 2022.
 - Joseph Feland with Oregon State Police
 - **Motion** by Director Vaughn, 2nd by 2nd VP Chapman to appoint Joseph Feland for one of the vacant 2-year board of director positions. Director Feland will go through the election process at the next ABM to continue the remainder of the term. Motion passed unanimously.
 - Kevin Schummer with Grotefeld Hoffman
 - **Motion** by 2nd VP Chapman, 2nd by Director Bautista to appoint Kevin Schummer for one of the vacant 2-year board of director positions. Director Schummer will go through the election process at the next ABM to continue the remainder of the term. Motion passed unanimously.

New Business:

- Rogue Valley Winter School – the Board discussed the plans for the RV Winter School to hold a virtual IAAI Expert Witness Report Writing Class in January 2021. They plan to offer the training for free to Oregon IAAI members to help incentivize joining and supporting the state association. The board was in favor of these plans. 1st VP Stenhouse will contact Tim Stacy with RV and provide our support and see how we might be able to assist.

Comments from the Floor/Guests:

Secretary/Treasurer Wolff: Allen Kolen, a support of IAAI, retired from Oregon State Police died on Nov. 8. Congrats to Chief Sartain!

Next meeting will be on March 11, 2021 – possibly in McMinnville, staff will reach out about availability for meeting space in McMinnville.

Meeting adjourned at 11:01 am hours.

Minutes transcribed by Jessica Carpenter, staff.