



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

2019 Board Meeting Minutes

(2nd Quarterly Meeting)

March 7, 2019
2nd Quarterly Board Meeting
Medford, Oregon
Call to Order: 1000 hours

Roll Call: Present

- President Jerry Flowerdew
- 1st VP Ralph Sartain
- 2nd VP Rich Stenhouse
- Secretary/Treasurer Andrea Vaughn
- Director Lora Ratcliff
- Director Miguel Bautista
- Director Debbie McDermott
- Director Virginia Chapman
- Director Patti Rhodes
- Past President/Ex-Officio John Wolff
- Jessica Carpenter, Staff

Not present:
Director Doug Osborne

Guest:
Samantha Metheny, Medford Fire
Steve Parks, Medford Fire
Greg Kleinberg, Medford Fire
Chase Browning, Medford Fire
Ryan Fields, ORCA Fire

- Minutes of Meeting: December 2018 meeting minutes. Motion to accept the December 2018 meeting minutes as presented by 1st VP Sartain, 2nd to motion by Director McDermott. **Motion passed.**
- President's Report: President Flowerdew looks forward to focusing on the needs of the members and strengthening the association.
- Staff Report: No report, will be addressed during new business.

- Treasurer's Report: Staff provided a treasurer's report, little activity this far into the year. By consensus the report was accepted by the board.
- Committee Assignments Discussion & Report:
 - Membership Committee: Director Ratcliff, Director Bautista, Staff – on hold with current enhanced chapter pending changes.
 - Budget/Finance: Chair Treasurer Vaughn & Staff – no report at this time.
 - Training/Education Report: 1st VP Sartain, President Flowerdew, Director Osborne, Director Chapman, Director McDermott, Director Bautista – Ralph is seeking help – the team is going to work on the following:
 - Dan Thenell potential for fire report writing – Ryan Fields is checking on availability
 - Barry Grimm potential any class – Ralph checking on price/class/availability
 - Tom Mooney for White Paper – short 1-2-hour update
 - Joe Toscano – Jerry Flowerdew checking on potential class/availability
 - Patrick Kelly – retired polygrapher – Miguel is checking on potential class/availability
 - Virginia Chapman potential spontaneous combustion presentation to go alongside Tom Mooney short White Paper presentation – TBD
 - Conference Site Committee Report: 2nd VP Stenhouse, Past President Wolff, Director Chapman, Treasurer Vaughn – 2019 is scheduled in Newport at Hallmark. Hallmark is the location for 2020/2021 – staff will request contracts.
 - Constitution/Bylaws/Legislative: 1st VP Sartain – Ralph will be getting the most recent constitution to Andrea for signature. Corporate membership – motion by Director Dermott to change the bylaws to dedicate any funds received from corporate membership to seminar scholarships, 2nd by President Flowerdew. **Motion passed.**
 - Ethics/Grievances Report: 2nd VP Stenhouse, Director McDermott – no report at this time.
 - Awards Report: Director Ratcliff, Director Chapman, Director Rhodes, Director McDermott Nothing to report at this time.
 - Website/Social Media Report: Gert Zoutendijk, Director Chapman, Nicole Brewer, Mark Northrop, Staff
Virginia has been working updates to website. Virginia working on mobile friendly option and requesting updates.
 - Professional Development Report: Ryan Fields, 2nd VP Stenhouse – Expert Witness Class October 23-26, 2019 with Lake Oswego and Thenell Law. Staff to send draft flyer to Ryan for review, get on Facebook when approved, and Virginia to get on website.
 - Oregon Fire Marshal Association Report: Representative
No new report.

District Reports:

Portland:

New location for meetings, back to Buster BBQ. Virginia gave a nice presentation recently, Spontaneous combustion – possible short session at seminar to fill out 4-hour slot with Tom Mooney White Paper talk. Gert Zoutendijk remains the District Chair, Miguel Bautista was voted in as Vice Chair, John Wolff remains Treasurer, and Charlie Marble is Secretary.

Mid-Willamette:

Debbie reached out to Anne Marie Storm, they are considering options, but not sure if they want to restore this chapter or leave it. Debbie will reach out again for final answer.

Lane:

No report.

Rogue Valley:

Samantha reported new position voting will take place soon. DA Fossman spoke at last meeting to discuss prospect case and recent findings. Annual training event held in January was well attended; Barry Grimm taught and hands on teaching was well received. Mark Northrop and District members really stepped up and the event was fantastic. Past President Wolff expressed high praise for a job well done.

Central:

Andrea reported that they are active with meetings almost each month. The area is seeing numerous prosecutions for arson. Bend Police is working with FBI to put on a post blast class tentative dates May 13-17, 2019.

Eastern:

No report – held a meeting recently and submitted minutes.

Old Business:

- 2020/2021 – Hallmark location selected – staff will request contracts.
- Enhanced Chapter Status – discussed the mixed-up records, not answering their phone, members are waiting for paperwork to complete proctor training, members dropped off fit list – more issues than we can begin to address. IAAI has asked for more time to fix the issue. Staff will draft a letter to International that we are breaking from the Enhanced Chapter and will allow the 60 days they requested to gather our files and funds. Staff will draft a letter to Oregon Members about the change, request any records our local members might have to help fill in blanks. September 1 will be the due date for all members moving forward.
- Wild Apricot – staff will purchase when ready to get membership going.
- 2019 Budget – staff shared 2018 final figures and suggested budget – motion to accept proposed budget by 2nd VP Stenhouse as prepared, 2nd by Director McDermott. **Motion passed.**

New Business:

- Expert Witness Class – addressed under Professional Development
- 2019 Casino Plans – Expense of casino night, almost \$2000 for gaming set up, is not bringing the networking that group would hope. Discussion took place about potential other ideas and suggestions of combining social night with vendors and bonfire and leaving one night for attendees to be on their own. Virginia, Debbie, Miguel, and Rich will work on ideas for

social night/vendor recruitment – Staff send a list of past vendors and find out how much a keg of beer would be for vendors to pay for. Staff to check on what night we have reserved social space. Shooting for Tuesday for social.

- Dropbox renewal – No renewal needed
- DPSST Grant – soft approval from Eriks for \$5000 support grant.
- Logo – Motion to return to the old logo by Past President Wolff, 2nd by Director Chapman.
Motion passed. Staff to send old logo to Virginia for website and update agenda

Comments from the Floor/Guests: None

- Miguel Bautista and Virginia Chapman offered to help with Expert Witness Class

Next meeting will be June 13 at 10am – in Bend area, location TBD by Andrea Vaughn

Meeting adjourned at 11:35am.

Minutes transcribed by Jessica Carpenter, staff.