



“We Are Truth Seekers, Not Case Makers”
OREGON CHAPTER 31
International Association of Arson Investigators, Inc.

2021 Board Meeting Minutes

September 20, 2021
4th Quarterly Board Meeting
Hallmark Resort
Call to Order: 0901 hours

Roll Call: Present

- President Ralph Sartain (2022)
- 1st VP Rich Stenhouse (2022)
- 2nd VP Virginia Chapman (2022)
- Director Mark Shay (2023)
- Director Lora Ratcliff (2021)*
- Director Joseph Feland (2022/*will go through election process at 2021 ABM*)
- Director Kevin Schummer (2022/*will go through election process at 2021 ABM*)
- Director Miguel Bautista (2021)
- Director Debbie McDermott (2023)
- Treasurer John Wolff (Appointed)
- Immediate Past President Jerry Flowerdew

*Excused: Ralph Sartain, Jerry Flowerdew, Kevin Schummer

Guest: John Gentry, photographer during the conference week.

Minutes of Meeting:

Review of the June 2021 board meeting minutes. Motion by 2nd VP Chapman to accept as presented, 2nd by Director Feland. Motion passed.

Presidents Report: No report.

Staff Report: All conference related, will address later in the agenda.

Treasurers Report: Staff reviewed the financial reports provided. Motion by Debbie, 2nd by Mark Shay to accept as presented. Motion passed. Treasurer Wolff will work on getting debit cards for the current officers that do not have a card.

Committee Assignments Discussion & Report: - Check committee assignments for minutes

- Membership Committee: Chair Director Bautista, Director Ratcliff, Staff
 - 168 current members, with approximately another 40 pending renewal. Sept. 1 was the renewal due date so still within a reasonable window to get some renewals in the next couple of weeks.
- Budget/Finance: Chair Treasurer Wolff & Staff
 - No report at this time.

- Training/Education Report: Chair 1st VP Stenhouse, 2nd VP Chapman, Director McDermott, Director Bautista, Past President Flowerdew, Director Shay & Director Feland
 - We are at conference, 74 registered attendees. All presenters confirmed.
- Conference Site Committee Report: 2nd VP Chapman, Treasurer Wolff, Director Chapman, Director McDermott
 - VP Chapman has been trying to get bids on potential new locations and not having much luck with return calls. Staff and the committee will continue to work on options for 2023/2024 to bring the to the board for consideration.
- Constitution/Bylaws/Legislative: President Sartain
 - No report.
- Ethics/Grievances Report: 2nd VP Chapman
 - No report.
- Awards Report: Director Ratcliff, Director Chapman, Director Rhodes, Director McDermott
 - Awards are prepared and on-site for the Wednesday lunch.
- Website/Social Media Report: Chair Director Ratcliff, 2nd VP Chapman
 - 2nd VP Chapman continues to update the website.
- Professional Development Report: Ryan Fields, 1st VP Stenhouse
 - Staff reported about the fall 2021 Expert Witness Class
- Oregon Fire Marshal Association Report: Representative
 - Jessica shared about upcoming trainings, virtual TEC will be in November. Oregon Fire Code update work is taking place now.

District Reports:

- Portland:
 - Zoom meetings are taking place, attendance has been lower than in-person meeting. A vice chair is needed, Miguel has been filling in but would like to find a replacement. Elections are coming up for all positions.
- Lane:
 - No report. Charles Douglass will be in attendance at the event and Joe Feland will check with him on the status of Lane District – are they meeting, is he the chair, any other updates the board should be aware of or contact updates to make.
- Rogue Valley:
 - Meeting hybrid, had recent training about arson laws and how to work on this issue. – update agenda to show Steve Parks as the current chair
- Central:
 - No report – the board will try to find out who might be interested in chairing

- Eastern:
 - No report.

Old Business:

- Reward fund discussed – no specific program is in place and requests will be considered on a case by case basis and can be emailed to staff or the board president to get on an upcoming agenda.

New Business:

- Cancellation requests – approved for Gary White and John Birley

The next meeting will be December 2, 2021 – location TBD – possibly Clackamas depending on restrictions. Staff will follow up as we get closer to determine location or if online option is needed.

Good of the Order:

None

The meeting adjourned at 10:12 am hours.

Minutes transcribed by Jessica Carpenter, staff.