



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

Board Meeting Minutes
March 2, 2023

2nd Quarterly Board Meeting
Virtual Meeting

Meeting called to order by 2nd VP Virginia Chapman: 10:05 am

Present:

- 1st VP Virginia Chapman (2024)
- 2nd VP Miguel Bautista (2024)
- Director Mark Shay (2023)
- Director Shannon Miller (2024)
- Director Joseph Feland (2025)
- Secretary/Treasurer John Wolff (appointed)

Absent/Excused:

- President Rich Stenhouse (2024)
- Director Kevin Schummer (2025)
- Director Travis Neubauer (2023)
- Immediate Past President Ralph Sartain

Introduction of Guests: Tom Mooney, Redmond Fire

Minutes of Last Meeting (December 2022) – Motion by Director Miller to accept the minutes as presented, 2nd by Director Feland. Motion to accept minutes passed unanimously.

President’s Report: Rich Stenhouse - no report

Staff Report: Jessica Carpenter reported on status of conference planning, tax filing, membership record clean-up and outreach.

Secretary/Treasurer’s Report: Treasurer Wolff & Staff: Treasurer Wolff reviewed the provided financial reports. Motion by Director Feland to accept the reports as presented, 2nd by Director Shay. Motion passed.

Old Business:

- None

New Business:

- Decision/discussion on 2024 conference site and/or joint conference with WA and ID – staff will do a site tour to Wild Horse Casino in Pendleton to see if the venue will meet our needs.
- Vacant position – no updates currently

Committee Reports

Membership Report: Chair 2nd VP Bautista, Director Schummer, Staff

- Engaging Members/Membership Incentives – free training for members as a benefit (start to create a virtual library). Miguel is sharing information at training events to increase membership and will be making plans to reach out to members who have lapsed to find out the why (lack of value, too much expense, unaware their membership expired, other reasons). Discussed links to CFI podcasts on the site or on Facebook.

Budget/Finance: Chair Treasurer Wolff & Staff – no additional report.

Training/Education Report: Chair President Stenhouse, 1st VP Chapman, 2nd VP Bautista, Director Miller, Director Shay, Director Feland

- Monday – Jason Anderson with Arson Dog
- Monday - Oregon State Crime Lab Evidence Collection
- Tuesday - Gas and Wood Stove Fire Investigation with Dale Feb
- Wednesday – ATF – Lithium Battery/Electric Vehicle
- Thursday – ATF Internet of Things - using smart devices in fire investigation/being finalized
- Staff will schedule save the date post on website, email, and social media
- Staff will complete speaker agreements and get those out right away
- Discussed registration costs – same for member registration, \$100 more for non-members at early bird and late registration. Motion by Mark, 2nd by Miguel
- Vendor/Sponsor – same registration pricing – get online registration open and email out to start promoting these opportunities earlier
- Awards/Scholarships – staff will work in new applications this year and start to promote – we will expand the award information for the presentation and while sharing the information to members.

Conference Site Committee Report: 1st VP Chapman, Treasurer Wolff

- Discuss potential future seminar locations – Wild Horse will be 2024 site, pending a site visit by staff. 2025/2026 site proposals are being collected, reviewed, and will be shared at the June meeting, if not earlier.

Constitution/Bylaws/Legislative: Past President Sartain – no report

Ethics/Grievances Report: 1st VP Chapman – nothing received – no news is good news on this.

Awards Report: Chair 1st VP Chapman, Director Miller - staff will work on new applications this year and start to promote – we will expand the award information for the presentation and while sharing the information to members.

Website/Social Media Report: 1st VP Chapman, Staff – website clean up will take place – staff are going to remove some of the photos to speed up the site, re-link the meeting minutes, and get updates about fall seminar on the site.

Professional Development Report: Ryan Fields, President Stenhouse – tentative Expert Witness Class scheduled for later this year possibly Oct. 4-7, 2024, new instructors approved are Kendall Biggs, Miguel Bautista, and Joe Feland. Tentative schedule to have registration open in early June, sign up by mid-July, and course work out after payment.

Oregon Fire Marshal Association Report: Representative – Jessica reported on the upcoming OFMA Conference in Newport May 22-25, 2023.

District Reports:

- **Portland:** Chairperson Gert Zoutendijk or designee – John reported that meetings are being held monthly. Discussed potentially going every other month.
- **Lane:** Chairperson Charles Douglass or designee – Virginia has worked in this area recently and been in touch with some members, they are getting started with meetings again.
- **Rogue Valley:** Chairperson Mark Shay or designee – Mark reported on a successful January seminar, broke even, attendance still a little lower than pre-COVID. District is meeting regularly, elections coming up soon.
- **Central:** Chairperson – Tom Mooney or designee – Tom reported on the activities of this district, meeting every other month with a variety of training opportunities and an average of 6-12 attendees. Jason Kamperman, Vice Chair, Gary White, Treasurer.
- **Eastern:** Chairperson Scott Goff or designee / Board Liaison Past President Flowerdew – no report

Comments from the Floor/Guests:

- Discussed what is needed for speaker agreements.
- Are we promoting event sharing opportunities on the website- not currently, but we can do this.

For the Good of the Order:

Next meeting is scheduled for June 8th, 2023 – Bend area – Tom Mooney will look at options for space.

Adjournment 11:06 am

