

**Oregon PRIMA Board Meeting  
March 12, 2020**

**In Attendance:**

President	Daedra Buntin	P	Vice President	Katie Durfee	P
Secretary	Kevin Jones	A	Treasurer	Rob Gabris	P
Past President	Jamie Iboa	P	Director	Laurie Kemper	P
Director	Bonnie Robbins	P	Director	Marcus Pitts	A
Director	Steve Dobbs	P			

**I. Call to Order**

11:06 am

**II. Review of February Minutes**

Rob motioned to approve the February minutes as submitted. Steve seconded the motion; all were in favor and the motion passed.

**III. Treasurer's Report**

Rob shared the March Treasurer's Report. He reported OR-PRIMA has a spreadsheet balance of \$27,860.60 at month's end and \$27,860.60 in its operating budget for January. Katie moved the board approve the March Treasurer's Report. Jamie seconded the motion; all were in favor and the motion passed.

**IV. Business**

**A. Conferences/ Educational Sessions**

**1. Spring Conference 2021**

**a) Oregon Garden, for April 9, 2021**

There will be no Spring Conference this year due to COVID, but we will plan on having it again at the Oregon Garden in 2022. Daedra shared a copy of the contract with them securing the venue for April 9, 2022. Daedra had asked about putting the food and beverage minimum in writing; however the Oregon Garden representative advised against doing so. The Board agreed to not request this due to the uncertainty of attendance in the future.

**2. Fall Conference 2021**

**a) Salishan, for 10/5 – 10/9/21**

Daedra has a virtual meeting with Paige from Salishan on March 12<sup>th</sup> at 3:00 pm to discuss this and invited any board members who were interested to attend.

**3. Fall Conference 2023 - Florence Events Center**

Rob confirmed the deposit for the event has been sent. The board agreed to revisit next planning steps the following spring when more will be known about hotel accommodations and other issues.

**4. Online education**

**a) March Session**

Tiffany Couch is set to present on the *Thief in Your Company* on March 23, 2021 at 11:00 am. Daedra is scheduled to be out of town at that time and can moderate remotely, but asked if any other Board member was available to fill in.

**b) April Session**

A contract with Lee Mun Wah has been signed and payment has been made. The presentation is scheduled for April 4, 2021 and Daedra will moderate.

**c) May Session**

Bonnie confirmed Rebecca Pearson from Willis Towers Watson will present on cyber liability, contracts, and cyber security reminders. Most likely the webinar will be on May 18<sup>th</sup> at 9:30 to 10:30 and Bonnie will work to create a description of the presentation for our website.

**d) June Session**

Katie confirmed Nancy Bush will present June 23rd at 11:00 am on wildfires they will meet on April 1<sup>st</sup> to discuss the outline for her presentation.

**e) July Session**

Once Bonnie is finished her work moderating the cyber liability session, she will begin preparing a session on teleworking outside of Oregon. This webinar will occur during the week of July 19<sup>th</sup>, 2021.

**B. Memberships & Sponsorships**

There has been one new membership payment made recently and Daedra has reached out to WHA for a potential sponsorship.

**C. Risk Management Certification Program**

Katie reported the program continues to grow and another candidate was added since the Board last met. She has been directing candidates to the webinars and several of them have registered for sessions.

**V. Email items**

**VI. Other Business**

Daedra encouraged other members to be more active on LinkedIn.

**VII. Future Meeting**

4/8 and 5/13

**VIII. Adjourn**

11:30 am