

## Oregon PRIMA Board Meeting

November 19, 2021

### Attendance:

President	Daedra Buntin	P	Vice President	Katie Durfee	P
Secretary	Kevin Jones	P	Treasurer	Rob Gabris	P
Past President	Open		Director	Open	
Director	Bonnie Robbins	P	Director	Marcus Pitts	P
Director	Steve Dobbs	P			

#### I. Call to Order

10:06

#### II. Review of Minutes: September 2021 Minutes

Steve motioned to approve the September meeting minutes. Katie seconded the motion; all were in favor and the motion passed.

#### III. Treasurer's Report: October & November 2021 Board Reports

Rob shared the October and November Treasurer's Reports showing OR-PRIMA has a spreadsheet balance of \$38,131.71 at month's end and \$38,131.71 in its operating budget. Kevin moved the board approve the April Treasurer's Report. Jamie seconded the motion; all were in favor and the motion passed.

#### IV. Business:

##### A. Fall 2021 Virtual Event Debrief

##### 1. Wrapping up

##### a) Need to email attendees link to evaluation form

Daedra will send out the evaluation form

##### b) Need to email attendees about Dutch Bros card issue

Dutch Bros inadvertently put all \$100 on one of the cards and did not activate the others. They have

refunded the one card and will send out replacement activated cards. Daedra will notify members.

**c) Need to reminder Michael Fann & Marilyn Rivers that we need copies of their slides**

Daedra will contact them and ask for these

**d) How do we share replays with attendees?**

Katie has been working on this and has been unable to access the replays and feels it may be a permissions issue.

**e) Will we share replays with other members?**

Ideally, we could post them on our website on for members and require a log in, although we have never done this in the past. Katie said she would look into how this could be done.

**B. Board Vacancies: Jamie & Laurie have left the board. Current candidates:**

**1. Dustin Karstetter, Washington County**

Dustin has expressed interest in joining the Board

2. **Niki Fisher, Bend Parks & Rec.**

Niki is now available to serve and has also expresses interest. The Board agreed to offer the positions to Dustin and Niki and send out a ballot to membership. The board also agreed to open voting for two weeks.

C. **CIS request for termless position on board**

It was believed that CIS/OPEEP had a termless position on the Board and Katie asked if she could fill it now that Laurie has left.

1. **One of our sponsors has raised concern that the Board has prohibit agency employees historically**

- *CIS formed an agency in 2021*
- *See Bylaws, page 5 - section V (C): Each member of the Board must be an employee of a government member of the Oregon Chapter of Public Risk Management Association. In addition, Board members must be a designated representative of that member entity or, in the case of a public entity risk pool, an employee or board member of the pool or the pools sponsoring organization. Such a sponsoring organization must be a government entity or not-for-profit organization whose voting membership consists solely of public and government entities. <https://orprima.org/images/downloads/bylaws.pdf>*
- *HX: the chapter was organized in the summer of 1985 by the risk managers of Clackamas County, the City of Portland, the City of Springfield, Lane County, and Salem School District with the goal of promoting effective risk management as an essential component of public administration.*

There is some question about what has changed regarding CIS becoming an agency. There was also discussion regarding what defines an “agency” and whether this is specifically addressed in the bylaws. The Board agreed to research and discuss this further.

**D. Spring Conference Theme/Topic/Speakers**

Daedra gave the board heads up that this will be a topic of discussion at the December meeting per out SOPs

**E. Membership Renewal**

Katie suggested sending information on the Risk Management Certification program to new members when they sign up. The challenged would be how we could be notified and be able to send something out in a timely manner. She also suggested a chart document describing the benefits of membership including the dates of upcoming conferences that could also be posted on LinkedIn. She agreed to put together a draft of such a document.

**F. Sponsorship**

Our new web format has the capability to create a page devoted to sponsorship. Steve agreed to investigate setting that up.

**G. Risk Management Certification Program**

Katie reported there are no new candidates, but she has sent out several packets with information to members. There are also three members on track to receive the certification at next fall's conference.<sup>49</sup>

**H. StarChapter design, M series**

V. Email items

VI. Other business?

VII. Future Meetings: 12/10/21, 1/13/22, 2/10/22, 3/10/22 (continue second Thurs or return to Fri?)

VIII. Adjourn