

Oregon PRIMA Board Meeting

December 10, 2021

Attendance:

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

I. Call to Order

10:06

II. Review of Minutes: November 2021 Minutes

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

III. Treasurer's Report: December 2021 Board Report

Rob shared the December Treasurer's Reports showing OR-PRIMA has a spreadsheet balance of \$ 36,886.56 at month's end and \$ 36,886.56 in its operating budget. Bonnie moved the board approve the December Treasurer's Report. Steve seconded the motion; all were in favor and the motion passed.

IV. Business:

A. Board Vacancies

1. Welcome Dustin & Niki!

Daedra welcomed Dustin and Niki to the Oregon PRIMA Board.

a) Formal vote sent to membership 12/8/21, closing 12/22/21

Daedra will send this to make Niki's and Dustin's appointments official.

b) Provide access to website & Google Shared Drive

(1) Need Gmail addresses for Dustin & Niki

Daedra will give Starchapter access to Dustin and Niki, but will need Gmail addresses to allow them to access the Google Shared Drive.

c) Need to update website

We need to revise the website to reflect the current makeup of the Board

d) Need to update roster for National PRIMA (Melvin)

We also need to notify National PRIMA of these changes

2. Marcus is taking a new position outside public sector

a) Gift & thank you card

Rob moved the Board purchase a \$20 gift card to thank Marcus for his two years of service. Niki seconded the motion; all were in favor, and the motion passed. Katie agreed to purchase the gift card and be reimbursed.

b) Recommendations to fill vacancy

Marcus represented cities and Katie recommended Charo Miller of the city of Madras and agreed to would reach out to her. Niki said she would contact Brenda Mingus of the City of Bend about the opportunity. Daedra will also send out an email to membership about the vacancy. The Board will this discuss further at the January meeting.

B. CIS as agency inquiry:

1. Updates regarding CIS as an agency

It was agreed CIS was pool and not an agency and does not have a termless position.

C. Conference planning:

1. Spring 2022 @ Oregon Garden on 4/8/22

a) Theme Ideas

“Springing Back” was mentioned as a possibility.

(1) Risk in a Post-Pandemic World

The board agreed to have a panel discussion around the challenges of hiring and filling open positions in the changing competitive market, a presentation on OSHA updates on heat rules and other issues, and a session on parks and playgrounds. Katie also mentioned having a color guard at the conference. There is still uncertainty about in person conferences. So far venues have been working with us when we have had to cancel or postpone, but we need to plan for this contingency.

b) Speakers

To be discussed at the January meeting.

2. Fall 2022 @ RiverHouse on Deschutes on 10/11-10/15/22

a) Possible Keynote

Discuss potential keynote speakers at January meeting.

b) Future Venues:

(1) Florence in 2023.

(2) Venue for 2024

Discuss potential venues at January meeting

D. Risk Management Certification Program

No updates

E. StarChapter

1. Steve: Updates regarding how we can add our webinars behind member log in

Katie learned we do have the capability to make this happen and will work with Daedra to set it up

2. Steve: Status on sponsorship page

No updates. Daedra will reset Steve's admin login.

V. Email items

None

VI. Other business

Dustin mentioned the possibility of a reciprocal relationship with RIMS. Further discussion at the January meeting.

VII. Future Meetings: 1/14/22, 2/11/22, 3/11/22 – 4/8/22 (Spring Conference)

VIII. Adjourn

11:01