

**Oregon PRIMA Board Meeting
January 14, 2022**

In Attendance:

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

I. Call to Order

10:09

II. Review of Minutes:

Bonnie moved to approve the December minutes. Rob seconded the motion; all were in favor and the motion passed.

III. Treasurer’s Report: January 2022 Board Report & 2021 Income Statement

Rob shared the January treasurer’s report and the 2020 income statement. The income statement showed a \$9,666.34 increase in the ending fund balance over the beginning fund balance due in part to sponsor support of the webinar series and a reduction in expenses due to meeting remotely. He also reported OR-PRIMA has a spreadsheet balance of \$35,857.34 at month’s end and \$35,857.34 in its operating budget for January. Dustin moved that the board approve the treasurer’s report and income statement. Katie seconded the motion; all were in favor, and the motion passed.

A. Business:

1. Board Vacancies

Currently the Past President position is unfilled. Daedra could move into that spot and other board members could move up in order of succession, or we could leave it open and add a director to maintain an odd number of members. Dustin asked

if we are required to fill the past president position. It will require a search of the bylaws to determine if this is a requirement. The Board agreed to maintain status quo for now and add another director position.

2. Update website

Katie or Daedra will update the website.

3. Update roster for National PRIMA

We are waiting for all vacancies to be filled before notifying Melvin at PRIMA.

4. Marcus declined gift card

The Board appreciates Marcus' service on the Board.

B. Conference planning:

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

a) In-person vs. Virtual

If in-person is not possible, two sessions could be done through Webinar Ninja, but the panel discussion would need to be done on Zoom or similar platform. When do we need to let Oregon Garden know? There are charges if we cancelled, however in the past we have been able to reschedule to avoid those charges. One possibility would be to ask to reschedule to later in the Spring of 2022. A survey to membership would be helpful to gauge the likelihood of members being able to attend and if they would be more likely to attend later in the year.

b) Theme: Risk in a Post-Pandemic World?

c) Topics

(1) Panel regarding Hiring

(2) OSHA Rules & Legislative Updates

(3) Park & Playground Risks (ADA?)

d) Speakers?

e) Venue going forward

The Board agreed to stay with The Oregon Garden for the next few years.

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

a) Possible Keynote?

We have received a few proposals, but these can be somewhat costly. Bonnie asked if the Board wanted her to investigate higher level state government speakers. The PRIMA speaker's bureau is also an option. Dustin asked about potential theme for the conference. We have not historically had a theme for the Fall Conference. The Board agreed to table further planning for future meetings.

b) Future Venues:

(1) Florence in 2023

We have paid the deposit for this. Further discussion is tabled for future meetings.

(2) Venue Ideas for 2024?

Discussion is tabled for future meetings.

- (a) Salishan
- (b) Hood River
- (c) Others?

C. Future Monthly Webinars?

1. Planning for future webinars

Bonnie and Katie said they would reach out to potential presenters. Daedra mentioned having Lee Mun Wah again as a possibility.

2. Collaborate on events with RIMS?

Dustin offered to reach out to Bryan Aaberg to see if there was potential to partner with RIMS for webinars.

D. Risk Management Certification Program

No updates

E. StarChapter

Daedra verified all Board members now have access to StarChapter.

F. Updates regarding how we can add our webinars behind member log in?

Katie confirmed this can be done and will begin working on it.

G. Sponsorship page updates?

IV. Email items

None

V. Other business?

VI. OHSU Risk Mgmt. Summer Internship

The Board agreed to post this opportunity.

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

VIII. Adjourn

11:09