

**Oregon PRIMA Board Meeting
February 18, 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	P
Director	Bonnie Robbins	P	Director	Dustin Karstetter	P
Director	Steve Dobbs	P			

I. Call to Order

10:04

II. Review of Minutes: January 2022 Minutes

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

III. Treasurer’s Report: February 2022 Board Report

Rob shared the January Treasurer’s Reports showing OR-PRIMA has a spreadsheet balance of \$35,197.31 at month’s end and \$35,197.31 in its operating budget. Dustin asked about the credit card charges and Rob explained it varies depending on how many credit card transactions are made through Starchapter. Daedra asked Rob to create a folder and scan a bank report into the shared drive. Dustin moved the board approve the January Treasurer’s Report. Bonnie seconded the motion; all were in favor and the motion passed. Rob also reported the IRS has accepted out tax return for this year.

IV. Business:

A. Board Vacancies

1. Discussion regarding remaining vacancy

Daedra announced that she would be stepping down from the president role and assume the role of past president. Katie agreed to fill the president role leaving a vacancy for vice president which Niki agreed to fill. This will leave one

director's position open, and Katie shared that Charo Miller of the City of Madras has expressed interest and agreed to submit a letter of interest.

a) Update website

The website is now up to date.

b) Update roster for National PRIMA

Melvin has stepped down and we are waiting to learn who his replacement will be.

B. Conference planning:

1. Spring 2022 @ Oregon Garden

Oregon Garden has reached out and has asked for information from us by April 8th.

a) In-person vs. Virtual

Our survey to membership will help answer this along with whether we want to hold the event later in the Spring. Daedra will send out the survey after the February meeting.

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

The board agreed present the following topics at the Spring Conference:

c) Topics

(1) Panel regarding Hiring

(2) OSHA Rules & Legislative Updates

(3) Park & Playground Risks (ADA?)

d) Speakers?

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

a) Second deposit sent & received

Rob received the invoice, and the deposit has been paid.

b) Possible Keynote

Bonnie mentioned we can request the Governor of Oregon or other high level government official speak as

either a keynote or other session. The Board agreed this was worth perusing and Bonnie agreed to submit the paperwork and start the process. Katie also mentioned the color guard would tie well in to such a presentation and together would be a powerful way to start the conference. We will have a board member introduce her and ask her to speak about leadership in a post pandemic world.

c) Future Venues:

(1) Florence in 2023.

(2) Venue Ideas for 2024

Future venue ideas will be a survey question. Dustin asked about distribution of membership to determine best locations. The sense is most of our membership is Portland and to the south, although we haven't done a report.

(a) Salishan

(b) Hood River

(c) Others?

Sisters was mentioned as possible location. Katie will be in that area soon and said she would look into it and report back.

C. Future Monthly Webinars?

a) Planning for future webinars

Daedra reached out to National Prima about a presentation they put on by Randy Anderson on the **Price of Leadership** and asked if we could get a link that presentation and possibly others. Katie will put together a document with categories needed for the Risk Management Certification program to help plan for future topics.

b) Collaborate on events with other agencies

Dustin Mentioned there may be opportunities to partner with RIMS on conferences, build sponsorships, cover speaker costs and other mutual benefits. He agreed to review the MOU OR-PRIMA has signed with OSSOA and draft a similar document to present to the rest of the Board as a proposal.

D. Risk Management Certification Program

Katie reported there should be two candidates completing the program this fall.

E. StarChapter

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

Steve now has the login information and will look into this.

2. Sponsorship page updates

Daedra is working on this.

V. Email items

None

VI. Other Business

VII. Future Meetings: 3/11/22- 4/8/22 (Spring Conference)

VIII. Adjourn

11:16