

**Oregon PRIMA Board Meeting
January 10, 2014
Newport Seafood Grill
1717 Freeway Court
Salem, Oregon**

12:07 p.m. Called to Order by Past President Sara Stevenson

In Attendance:

Sara Stevenson, Past President
Laurie Kemper, Vice-President
Jamie Iboa, Secretary
Gary Hales, Treasurer
Edward Fisher, Director
Mina Hanssen, Director
Scott Moss, Guest
Dunny Sorenson, Guest

Absent:

Sharon Harris, President
Dwayne Kroening, Director
Mike Murzynsky, Director

Guest speakers:

Scott Moss and Dunny Sorenson from CIS presented to the Board the idea of CIS & OR PRIMA jointly sponsoring a risk management certification. Ideas discussed:

- 12 courses of at least 2 hours each
- risk management project included in the curriculum
- assigning an experienced risk manager to the students as a mentor
- sessions attended at other conferences could count towards the course requirements
- course would be open to public employees and agents
- attending the OR PRIMA fall conference would be mandatory
- CIS proposes the classes would be provided to their members free of charge but others could be charged (the Board would like to discuss further prior to making any commitments)
- attendance at LOC Institute could count towards the certification process
- Oregon focus
- recognize those receiving certificate at conferences and list on CIS & OR PRIMA websites
- Classes could include:
 - o ERM
 - o insurance
 - o public exposures
 - o workers' compensation
 - o claims handling
 - o OTCA & immunities
 - o elected officials
 - o human resources/risk

- o volunteers & special events
- o safety & OSHA
- o public safety risk
- o cost allocation/financing
- LOC could teach a session so they could be a “partner” in the endeavor
- introduce idea at fall conference
- 2 years would be given to complete classes and project
- Need to look for mentors, classes, instructors, and possibly provide 1 or 2 classes at the fall conference

Mina and Sara will research using survey monkey to get feedback from members regarding the certification idea to include willingness to pay and how much time members would be willing to dedicate

Review of Minutes:

Minutes from the 11/8 meeting were reviewed – Laurie moved to accept the minutes, Ed seconded the motion, and the motion passed.

Treasurer’s Report:

The bank balance is \$19,979.51; all bills have been paid and the deposit for the 2014 fall conference has been paid. Jamie moved to approve the Treasurer’s report, Laurie seconded, and the motion passed.

A discussion was held about the processing fees and card handling charges that were charged when there were no transactions during the month. Laurie moved to have other bank and credit union fees and requirements researched at the time of the change in Treasurer to determine whether the Board moves its banking elsewhere. Gary seconded the motion, and the motion passed.

New Business:

Spring Meeting – the Spring meeting will be held at Oregon Gardens on Friday, April 4th. Jamie will send a hold the date email. Themes were discussed and the Board decided on Employment Liability. Laurie will talk to Tamara Jones about her ability to present for one of the sessions. The discussion will continue at the February meeting.

Fall Conference – The 2014 fall conference will be held at Sunriver October 1-3. Jamie will send out the Call for Presentation forms to be due back to her in 6 weeks so they can be reviewed at the March Board meeting.

Officers and Directors – Gary’s term has expired and Mike had indicated a willingness to fill the Treasurer role. Mina moved to have Mike move into the Treasurer position as of February 1, Laurie seconded the motion, and the motion passed.

Elections are due to be held this summer and there will be two openings.

National PRIMA – Gary moved to provide up to \$1,000 reimbursement for each Officer and Director attending the National PRIMA conference in June, full

reimbursement for the President to attend the National PRIMA conference, and for each Officer and Director not attending the conference up to a \$500 reimbursement for attending the OR PRIMA fall conference, Laurie seconded the motion, and the motion passed.

Old Business:

Risk Awards – due to lack of time this discussion will be moved to the February meeting.

Adjournment:

There being no further business, the meeting was adjourned at 1:55 pm.

Jamie Iboa
Secretary

NEXT MEETING: Friday, February 14, 2014 @ 12:00 p.m.
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Salem, Oregon