



## Oregon Fire Recruitment Network

July 29, 2015

Scappoose Fire Department (52751 Columbia River Hwy, Scappoose, Oregon)

1400 Hours

1. ***Call to Order:*** Call the meeting to order at 1400 Hours
  - In attendance:
  - Jennifer Motherway – Volunteer Coordinator, Columbia River Fire & Rescue
  - Tad Buckingham – Fire Captain/Recruitment/Retention – Forest Grove
  - Danielle Bethell – Volunteer Coordinator, Marion County #1
  - Dave Lapof – Division Chief/Volunteer Coordinator, Mid Columbia Fire
  - Scott McKnight – Douglas Fire District #2 – Roseburg
  - Paul Lentz – Knappa Fire
  
2. ***Oregon Fire Recruitment Network Becoming Organized***
  - Our organization is starting to get nationally recognized and is really starting to help a number of agencies throughout Oregon. We are at a great starting point, as far as networking/ etc. However in order to take it to the next step, for those that can't come to meetings, don't have recruitment/retention coordinators, need more resources and ideas we may be able to help folks even further. It would benefit us to become organized, do we want to file for a non-profit, etc. The first step before making that decision is just becoming organized....period.
  - If we incorporate, we need to have by-laws. Right now we can't accept donations because we aren't set up to do that, and if we do we would get taxed. Maybe we have an annual subscription fee once we do become organized. Right now the goal is just tossing some ideas around to determine what the best step is and which direction we should go to make our Oregon Fire Recruitment Network the best organization as possible as it grows and becomes a long standing resource for fire departments across Oregon.
  - We could become a subsidiary of an existing non-profit (for example OVFA), however in order to do that we would have to give all our control over and we ideally don't want to do that. The best option to fall under would be charitable, something that falls under helping public entities. This will allow us to have more power and help others. We have had some of the National Fire Academy folks speak to us and are excited about the opportunity this group can and

potentially will provide. We need to improve our credibility as an organization and that is the goal with becoming “organized”.

- Tad Buckingham and Danielle Bethell plan to work together to get all the details organized and figuring out how and what will be best for our group and will present it to the group at the next meeting before we finalize.
- Dave Lapof and Jennifer Motherway will be working together on by-laws.
- Discussion on a main hub that will receive all snail mail associated with the OFRN, keep track of it and forward it on to the group as necessary once we do become “organized”.
- Discussion on IAFC and using that organization as an umbrella for the OFRN if that is agreed upon. Oregon Fire Chief’s might be an option too, they also have a good meeting place in Wilsonville.
- Danielle will reach out to Marion County attorney to find out the difference between all the different options: incorporated, unincorporated, foundation, association, LLC, etc. and will report back next meeting.

### **3. Agenda for Each OFRN Meeting – Who’s Is it?**

- As we move along, we likely will elect officers: President, Treasurer, etc. and the president will ultimately be the responsible party for organizing the agenda with the hosting agency. As it stands now each host generally creates the agenda and provides snacks (if they want) for each meeting.

### **4. Website/Facebook Pages**

- Matt Aalto manages the website
- Jennifer and Matt both manage calendar
- Jennifer and Matt both manage the OFRN Facebook Page
- Continue to share pages across Oregon on Facebook to get more recognition for each agency, so far we are doing a great job but we can always improve

### **5. Upcoming Events:**

- 5 Alarm Fun – August 15<sup>th</sup> through 16<sup>th</sup> in Newport
- 50<sup>th</sup> Anniversary – Chemeketa – September, Danielle to send information
- VCOS Conference – Clearwater Florida, November 2015

### **6. Recruitment & Retention Matters:**

- Marion County – sent out information to colleges and high schools and asked to engage them for recruitment purposes. Focusing on older high school age demographics.
- Cadet/High School Programs/Explorer and Sleeper Programs
- Forest Grove – Has a house at the Gales Creek station and have folks from out of state inquiring. Looking at expanding intern program so they can have folks to live there.
- Target Solutions- online training program that is really great

### **7. Next Meeting.** – Early October is the plan, we will send another group email to discuss the logistics and set a time/location.