



**CEFPI OREGON/SW WASHINGTON CHAPTER  
BOARD OF DIRECTORS MEETING MINUTES**

**BOARD MEMBERS PRESENT:**

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Randy Miller, President

Steve Kelly, President-Elect

Karina Ruiz, Past-President

Jason Beam, Governor

Richard Higgins, Treasurer

Deb France, Secretary

Lydia Burns, Member At Large

Vonnie Good, Member At Large

Lydia Burns, Member At Large

**Location:** OHP+D – 115 NW 1<sup>st</sup> Ave, Suite 300

**Time/Date:** 7.30 am – 8.30 am, Wednesday September 16, 2015

- 1) Approval of Minutes: Previous minutes (July 29, 2015) – distributed via email.  
Approved unanimously
- 2) Treasurer’s Report: Richard
  - a) An improved budget worksheet was presented and discussed, along with the Treasure’s Report. Prior budget details are limited, however this tool will become more valuable as it builds data from this year’s events/activities.
  - b) The Chapter has a positive balance of \$31,078.56.
  - c) Identification of strategies to apply the balance toward Scholarships/Sponsorships such as Schools First, Green Apple Day, or Think it up.org is a high priority.
- 3) Governor’s Report: Jason
  - a) Jason will provide a report at the next meeting
- 4) On-Going Business
  - a) 2015/16 Events:
    - i Tours – A tour of Happy Valley Middle School has not been rescheduled. In order to get good responsiveness to a tour, the membership typically requires 3-4 weeks advanced notice. The suggested tour date will be confirmed in the next meeting.
    - ii Design Thinking Boot camp – Karina confirmed that November 19<sup>th</sup> from 4-6 pm will work. The notice will go out the membership once a location is verified.
    - iii CEFPI Conference – October 22-26.
    - iv Winter Social – A social is proposed to be scheduled on December 9. Lydia and Jennifer will proposed the venue and dates in the next meeting. Donna will send a save the date.
  - b) Sponsorships:
    - i Steve will provide the Sponsorship update at the next meeting.
  - c) Scholarships:
    - i The OSFMA scholarship program has a well-crafted policy and procedure that will be used as a guide for the Chapter Scholarship program. Jason and Vonnie will collaborate on the approach and present to the next meeting.

- 5) New Business:
  - a) SchoolsNEXT: an update will be provided at the next meeting.
  - b) Resiliency Planning: Randy raised the topic of resiliency planning and how CEFPI can contribute to shared practices and resources. There are several regional examples including the Oregon Resiliency Plan, the Beaverton School District Resiliency Plan, and the Clark Regional Emergency Services Agency (CRESA). This combined with the current Oregon Seismic Rehabilitation Grant Program (SRGP) would be a strong combination. Lydia is on the committee for the State Resiliency Plan and offered to work with Deb France to discuss how this topic could be a future panel discussion (March 2016) for the membership.
- 6) Membership update: 76 current members
- 7) Next Board Meeting – Board meetings are scheduled for the 2<sup>nd</sup> Wednesday of each month. The next three Board meeting dates are October 14, November 18, December 9, 2015.

END OF MEETING MINTUES