

# OREGON PUPIL TRANSPORTATION ASSOCIATION, INC.

*A non-profit organization*



## ***South Willamette Chapter***

Date: January 8, 2013  
Location: Hole in the Wall, Springfield, OR  
Meeting Called to Order: Carl Salstrom, 11:10 am  
Members Present: Diane Clinkscales, Theresa Bichsel, Deborah Maskal, LD Ellison, Sandi Miller, Cindy Moran, Chris Ellison, Wilbur Starr, David Jorgenson, Carl Salstrom, David Schetky, Robert Murray, Craig Pruitt, Cheryl Hicks, Dave Goetz, Denise Balch, Kevin Baker, Denice Blake

Previous Meeting Minutes: The December minutes need to reflect the change in how we receive registrations. Registration is now done on-line. Kathy Houck takes care of accounting on the state end. It goes through a pay pal account for South Willamette Chapter. State OPTA gets \$20 and SW gets \$15 this is automatically put into the accounts. This also will give a good membership list each year. No vote was necessary – majority of members remembered this being approved at the last meeting. LD moved to pass the minutes as amended / Wilber 2<sup>nd</sup>/ all approved.

Financial Report: Beginning Balance: \$30,872.27  
Deposits: \$ 1,762.82  
Outstanding: \$21.00-? / \$859-Salem Trophy / \$500-Poster Contest/ \$20.40 – meal

A new computer was purchased for OPTA. Membership is still coming in; there is not a count yet. At the end of January Deborah will be going to the bank to make sure the new account is not charging for deposits. Denice Blake moved to accept the minutes as reported, Kevin Baker 2<sup>nd</sup> – all approved.

### ***Committee Reports***

State Board: Denice Blake reported. The next State Board meeting is January 17<sup>th</sup> in Salem. There is nothing new to report this month.

Poster Contest: Maggie Estes has resigned as Chairman. Denise Balch has accepted this position. Mary Conger has finished the flyers to put on the web and send to schools. The theme this year: “At my Stop – You Stop”.

Winter workshop: Chris Ellison reported. February 23<sup>rd</sup>, Springfield High School. Theme is “It’s the Kids, Silly. Why We Do What We Do”. Chris handed out the flyer.

The expenses’ for the speakers (Peter Lawrence and Peter Meslin) is \$1400.00. They are deciding whether to split the group into two or keep them all together. The registration cost is \$30 and includes a box lunch. Registration will go through Deborah Maskal.

*OPTA the energizing leader in promoting safe, efficient student transportation.*

Chris will send a request to Deborah Lincoln to ask for approval for Craig Pruitt to help with registration and posting of hours. Registration will be done as it has been in past years with packets for districts with name tags. All name tags will indicate that person's sandwich choice on it also. Any remaining name tags left in the packets will reflect those drivers that were registered to attend but did not.

The 2011 Winter Workshop DVD is now finished. This took longer than the 2009 DVD since there was a lot of information. Bullying does not have a cut and dry result or action. Craig Pruitt has viewed the DVD and has approved three hours of classroom credit. Two years ago Steven had said that ODE would be able to replicate and mail the DVDs. Unfortunately the funds are not available anymore. Chris has found a place in Eugene that will replicate and label the DVDs for \$1.90 a disk. The cost would be approximately \$600.00. Postage is approximately \$2.00 each – we can save money by hand delivering as many as we can: At OPTA meetings, the Winter Workshop, etc. ODE did provide the mailing labels. Chris reviewed the option to stream the video on our website but that option is not currently available.

Carl asked for a motion to finance finishing the project. Kevin Baker moved that we allot \$1200 toward the video project. Denise Balch 2<sup>nd</sup> - all approved.

Safety Exercise: Everything is covered and on track. The only thing left is where the buses will come from. Vendors were invited to come and show new buses.

Transits – Springfield

Conventional's – Bend/Albany

Minis – Sweet Home / Salem-Keizer

The trailer will be taken to Albany for equipment fitting and Rodeo equipment.

Sunshine: Wilbur Starr - Chair. A card has been sent to Michael Shields and Terry Sanders (Salem-Keizer).

Education: David Jorgenson – Chair. An e-mail about topics was sent out but there was not much response. After some discussion it was decided Albany will host the next forum. The theme is “The Benefits and Limitations of a Camera System, GPS and Sonar”. No date was set.

Albany is having a full day of classes January 25<sup>th</sup>, 2013: Accident Prevention and Analysis 2 hours / Defensive Driving 6 hours.

Old Business: We are continuing to outfit the trailer with Safety exercise equipment. LD Ellison offered to head this up. At this time there are barrels in Albany. There are specks and diagrams for all the events. We would like to stay consistent to the size of North Clackamas. Graphics for the trailer was brought to the table also. David Schetky has offered to help with this.

New Business: Laptop: \$500 was allocated for the purchase of the laptop. This does not cover the amount needed to purchase software also. Office and financial software will need to be loaded onto the machine. There are several different programs to look at. Denise moved to amend the amount given for laptop purchase from \$500 to \$1000. This will give Chris the money needed to make the laptop as efficient for OPTA. Cindy Moran 2<sup>nd</sup> – all approved.

Craig Pruitt – Since Steven has retired Deborah Lincoln has taken over his position temporarily. ODE is looking at posting the position but anticipate that it won't be filled until approximately July 1<sup>st</sup>. Until then, Craig and TJ will take on some of the tasks so their duties will double by spring. They are asking everyone to be patient with questions or services needed. Service will still be there and they will do their best. Please use e-mail to contact them and include a phone number so they can call you back.

Behind the Wheel Certification is complete. Testing – does not automatically mean that they are safe drivers. – Designed to know what they look for, - Only need one of the “or’s”, - We expect the training to be done, testing is knowing it has been done correctly. Don't shortchange training just to make sure the testing is there.

Chris asked Craig for a definition of collapsible wheelchairs and if they are allowed to transfer students. It was decided “collapsible” is different than “folding”. With collapsible chairs the wheels come off and becomes a small package; these are not to be used for transfer. The folding types are allowed. Q'Straint has a 1-800 hotline number for information.

***For the Good of the Order***

Salem Keizer is preparing to purchase new GPS routing/tracking software. Kevin Baker informed the group that Salem Keizer has a Request for Purchase (RFP) available to view in PDF format on their website for anyone who might be interested in reading it.

David Schetky has offered to host one of our chapter meetings sometime this year.

<b><u>Date</u></b>	<b><u>Location</u></b>	<b><u>Topic</u></b>
February 12, 2013 Tuesday	Cascade Grill, 110 Opal St NE, Albany / 11:00 am	Winter Workshop/Safety Exercise
March 12, 2013 Tuesday	Hole in the Wall, 1807 Olympic St, Springfield / 11:00 am	Safety Exercise
April 9, 2013 Tuesday	Elmer's, 3950 Market St SE, Salem / 11:00 am	Nominate New Officers
May 10, 2013 Friday	Bend – Denice looking for a site / Time?	Elect Officers
June 18, 2013 Tuesday	The Riverhouse, Bend	Install New Officers