



OREGON PUPIL
TRANSPORTATION ASSOCIATION, INC.
optaschoolbus.org

A non-profit organization

State Board

Date: November 29, 2018
Location: Peterson International, Eugene
Meeting Called to Order: Chris Ellison, 11:10 AM
Members Present: Kathy Houck, Teri Brady, Sandi Miller, Casey Jebens, Brock Dittus, Scott Bohl, Bryan Winchester, David Jorgenson, Ryan Dougherty, Janet Alley, Chris Ellison, Jason Chess

Previous Minutes: Reviewed minutes from June and September meetings. A motion was made by Sandi Miller to approve the minutes with corrections, seconded by Janet Alley. Approved.

Financial Report:

Beginning Balance:	\$17,043.57
Income	\$ 5,555.00
Expenses	<u>\$ 198.00</u>
Ending Balance:	\$22,400.37

A motion was made by Bryan Winchester to approve the financial report as presented, seconded by Casey Jebens. Approved.

Chapter Reports: Northwest: NW Winter Workshop: 3/14/19, Reynolds. NW Summer Workshop: 8/6-8/8/19, Location TBD. Patrick Mulick is keynote speaker, registration is \$35.

South Willamette: SW Winter Workshop is 2/23/19 at First Baptist Church in Eugene. This event will cover threats/weapons on the bus, and will feature a live scenario and be recorded for future class use. Chris is arranging for rental of bleachers so that the live scenario can be held at the church (there are difficulties with holding it off-site).

Committee Reports

State Conference: June 24-29 2019, Riverhouse, Bend. No updates, next conference committee meeting will be held at the conclusion of today's state board meeting.

Awards Committee: No updates.

OPTA: the energizing leader in promoting safe, efficient student transportation

Legislative/ODE: ODE provided comment on House Bill 4130 as it pertains to districts' ability to apply for transportation reimbursement for extracurricular trips, ongoing changes and process regarding administration of 3rd Party Examiner program from ODE to DMV, and upcoming changes to our CORE program to allow it to satisfy pre-licensure requirements at the federal level for prescribed Entry Level Driver Training (ELDT).

Safety Exercises: Sandi Miller will chair. Combined regional event is scheduled for 5/4/19, State event is scheduled for 6/1/19, both at the First Baptist Church in Eugene. No other updates at this time.

Website: Review of options for upgrading website.

- Option 1 (\$1,170)-General website/admin tool updates
- Option 2 (\$1,440)-Admin tool updates/past requests
- Option 3 (\$4,140)-Updates specific to summer conference

There was discussion at the last meeting about options 1 and 3 taking priority, and that funds could be shifted from the president's travel fund (which will go largely unused this year) to fund these upgrades. There was discussion about what happens with these updates when the overall website is overhauled in the future (most likely in 2 years)-Chris checked, and these would carry over. The cost of the overhauled website (new skin/modern architecture) would be in the range of \$7,600-\$9,500. The motion to reallocate the funds was previously emailed, seconded by Casey Jebens. Approved.

Old Business: Summer Conference locations:

- 2020 Conference: 6/15-6/20, Resort at Mt. Hood
- 2021 Conference: 6/14-6/19, Riverhouse, Bend
- 2022 Conference: 6/13-6/18, Resort at Mt Hood
- 2023 Conference: No contract at this time
- 2024 Conference: 6/10-6/15 or 6/16-6/24, Resort at Mt. Hood

Negotiations have been going well with the Resort at Mt. Hood, including room reservations/attrition rates, and food/beverage minimums. Chris would like to wait to negotiate the 2023 conference until after the 2020 conference to see how things go.

New Business: Conference A/V equipment: NW and SW have each contributed \$2,000 to cover the expense of purchasing the equipment. An additional \$4,500 is still needed. Chris has begun to purchase the audio equipment, and has found some great deals. There was discussion about storage of the equipment. Most districts do not have room to store the equipment, and storage units can be difficult to find. Chris has one available that he no longer uses that he can transfer to OPTA for the purchased equipment. The approximate rental cost is around \$660/year. There was additional discussion about the operation/use/management of equipment during events-could OPTA pay an individual, or cover the cost of registration/lodging? There were concerns about what may happen if an individual does not fulfill their commitment, or how those individuals would be selected. The consensus would be that we would start with the state board, and then involve additional folks, if needed. Bryan Winchester made a motion to cover the room/registration costs for individuals that assist, seconded by Teri Brady. Approved.

Quicken update: Kathy Houck would like to get an updated version of Quicken for our financial reports. She will research the cost and available options. We

would like to have a version that supports 3 licenses, one for the state and each chapter. Casey did some checking, and it appears that the cost would be somewhere between \$100-150. Teri Brady made a motion to approve up to \$50 for purchase of a newer version of Quicken, with support from the chapters, seconded by Sandi Miller. Approved. David and Sandi will take this back to the chapters for approval.

Kathy Houck also mentioned that the State OPTA-owned computer has been having issues, and would like to take it to get updated. Chris Ellison noted that this was already a budgeted item. Kathy will have the computer updated.

Business Partner Package update/adjustment: Chris Ellison provided a current list of benefits that our vendors receive for their contributions to OPTA. He would like to expand these offerings to make a better value for vendors. There was discussion about changing the full membership list provided to vendors to a list of conference attendees. There was also discussion about adding the partner-vendor spotlight as an additional benefit. Chris will work with Rich Sanner to see what other options may be helpful to vendors.

Open Discussion: None

For the Good-of-the-Order

Future Meetings:

Date	Location
January 24, 2019 Thursday	Black Bear Diner, Wilsonville
March 21, 2019 Thursday	
May 31, 2019 Friday	Bend
June 2019	Bend-State Conference

Meeting Adjourned: 1:30 PM

Next Meeting Date: January 24, 2019

Next Meeting Location: Black Bear Diner, Wilsonville