



## Oregon Pupil Transportation Association Northwest Chapter Meeting Minutes

May 17, 2011

Meeting called to order at 11:10 p.m. by President Patricia Baker.

Minutes taken by: Jean Frazey, Secretary

**Attendees:** Patricia Baker, BSD; Kim Crabtree, Sherwood SD; Jean Frazey, BSD; T.J. Crockett, DOE; Shawn Cho ruby, Western Bus Sales; Teri Brady, PPSD; Sandy Van Baggen, PPSD; Dawn Parcell, NCSD; Charisa Wall, PPSD; Janet Trapold, Reynolds SD; Rehana Nelson, Reynolds SD; David Asula, Reynolds SD; and Doug Feddersen, NCSD; and Paula Adams, BSD.

Minutes of the April 2011 meeting were seconded and approved. There were complaints about searching on the website for the minutes to read is difficult. Patricia encouraged all to email Chris Ellis of this so that he is made aware of it.

**Financial Report:** Dawn Parsell reported the following

Beginning Balance \$ 4795.29

Income

August Workshop \$ 13935.14

Membership Dues \$ 390.00

Winter Workshop \$ 700.00

Total Income \$ 15025.14

Expenses

August Workshop \$ 12298.17

Bank Charge \$ 10.00

Postage \$ 5.00

Regional Safety Exercise \$ 1071.80

State Membership \$ 60.00

Winter Workshop \$ 1716.21

Total Expenses \$ 15161.18

Ending Balance \$ -136.04

CD Balance \$ 3655.52

Cash Box \$ 40.00

Total 4/18/2011 \$ 8354.77

**Committees:**

**Regional Safety Exercises** – Kim Crabtree & Patricia Baker report that:

There were a total of 38 contestants that competed out of 42 that were registered. It was felt that had there been a 2<sup>nd</sup> Back-up Alley that things would have been perfect. Problem with the two-way radio's not working on location. Surprise question was missed by quite a few of the contestants. Most missed events were Back-up Alley and Student Stop. The committee apologies' for lunch not getting out to some of the judges and runners. For a 2<sup>nd</sup> year NW Chapter has not awarded the Buck Klemm Award due to the lack of nominations. Still need judges for State Safety Exercise on June 4<sup>th</sup> in Salem. Please contact Patricia if interested. A hearty Thank you to Brattain for supporting a barbeque and Western Bus sales supplying drinks for the day for competitors and judges. A big thank you sent out to Patricia B. and Kim C. for all the hard work that goes into making a fabulous regional safety exercise.

**Winter Workshop** – Jean Frazey reports that:

The tentative date for the 2012 Winter Workshop is March 19, 2012. She is in the planning stages for this event, encourages anyone with an idea for a theme or guest speaker idea to contact her.

**Poster Contest** – Charisse Wall reports that:

Following are NW Chapter Poster Winners:

- Div 1 – 1<sup>st</sup> Place Annika Godard, Middleton Elem, Sherwood  
2<sup>nd</sup> Place Kristin Cantrell, Burnt River, Unity
- Div 2 - 1<sup>st</sup> Place Alicia Cordova, Beaver Acres Elem, Beaverton  
2<sup>nd</sup> Place Novri White, Beaver Acres Elem, Beaverton
- Div 3 - 1<sup>st</sup> Place Elina Grouw, Stoller Middle, Beaverton  
2<sup>nd</sup> Place William Broberg, Davinci Arts Middle, Portland
- Div 4 - 1<sup>st</sup> Place Julin Short, Edy Ridge Elem, Sherwood  
2<sup>nd</sup> Place Justus Cole, Archer Glen Elem, Sherwood
- Div 5 - 1<sup>st</sup> Place Brittany Aldrich, Baker High, Baker City  
2<sup>nd</sup> Place Marley Robb, Baker High, Baker City

The association thanks all that participated in this years' poster contest and wants to encourage them to enter in the 2012 poster contest for another chance. The winners will be contacted and arrangements will be made to present them with their award. These posters now move on to State competition at the OPTA Summer Conference, June 20 – 22 in Eugene Oregon. A big thank you sent out to Charissa W. for all her hard work on the poster contest.

**Education** – Sandy Van Baggen reported:

The list is attached at the end of the minutes.

For summer classes in the region, Sandy V. and Jean F. will work on gathering the information and getting posted to the website.

A big thank you sent out to Sandy V. for all her work in collecting this information and making it available.

Sandy V. request that districts share all classes not just the First Aid and CORE classes. If your district has developed and offering other type of classes please share.

**Sunshine –**

A card will be sent to Jennifer Willis of North Clackamas SD to let her know that she is in our thoughts.

It was asked if anyone is aware of a concern to please report it to Dawn Parsell at N. Clackamas SD.

**Membership – No Report****Summer Workshop –**

Patricia Baker handed out copies of the registration information from Jennifer Willis for everyone to review. There were a few things that were suggested in the wording that would make it a little more clear what was meant.

The second paragraph stating the information about the workshop cost, change the wording to make it clear that the \$35.00 includes the four day workshop.

Last sentence of the same paragraph, change wording to make it clear that the CORE 8 class must have been completed to be eligible for the CORE Refresher Class.

There are also some class instructors to verify information with to finalize this and get it posted to the website,

There is a need for volunteers, please contact Patricia Baker if interested.

The association sends out a big Thank You to Jennifer Willis for all her hard work on this workshop organization.

**DOE Report:** T.J. Crockett reports:

Minimum Standards are open to comments currently and there is a Public Hearing on May 25.

Bill for Education Funding has been read by the education committee. There seems to be no movement in the bill. Bill still needs to go to work group and public hearing but time is running out.

Patricia B. asked about a bill she read about that makes changes to commercial vehicles and stopping at railroad crossings. T.J. said he would look into it and report back.

Teri B. asked about the BESTY Bill which funds alternative transportation for school students. T.J. said that the bill committee has requested information from DOE; he is not sure how far the bill will get this period.

FMCSA posted on their website that the guidelines for approved Certified DOT Physicians List will be finalized later this year. T.J. expects that there could be a three year period before all is implemented.

Some other things that will be coming up by 2014 are no more pictures on DMV Permits and more changes to the Medical Cards.

**State Board Report:**

Next State Board meeting May 20 @ 11 am in Tigard.

Remember to make your nomination for the state recognition program. The information is available on the website [www.optaschoolbus.org](http://www.optaschoolbus.org)

State Conference- 6/20 – 6/23/2011 in Eugene at the River Valley Inn. More information will be coming to the OPTA website soon. The guest speakers are being secured. There is planned to have credit hours for training for Driver Trainers at the workshop. Class will be offered on legislative training. The deadline for the special room rate and conference registration is May 27<sup>th</sup>.

**OLD BUSINESS:**

Inactive Board Members – There is a need to get our board members active in the monthly meetings. Patricia Carner will be contacting board members to review their responsibilities to the association.

A reminder that your association membership dues renew by every July 1, please verify that your dues have been paid or that they are being mailed in ASAP. An application is attached at the end of these minutes

It is requested that the members review the last meeting minutes prior to coming to the meeting so that they can be accepted or corrected in a timely manner at the meetings.

Nominations were reviewed and opened for Secretary (one year commitment) Jean Frazey, 1 Board Member (three year commitment) Mary Conger or Paula Adams, and President Elect (three year commitment) Teri Brady.

Voting took place with the following results Teri Brady, President elect 2011-14 and Jean Frazey Secretary 2011-12 both were voted in by acclamation. For the Board Member 2011-14 position, Paula Adams was voted in as the new member.

The association wants to send out a thank you to Robin Strand for her time serving as a Board Member from 2008-11.

**ROUNDTABLE:**

Patricia B. shared that there recently was a meeting to learn about OSHA requirements that she attended with others from the transportation industry. She shared the following information: OSHA suggests that gloves are used when fueling your vehicle. She asked what others in the room did. Some reported that they used gloves or gloves and goggles while others had nothing set-up.

OSHA suggests that non-skid shoes be worn. Some reported that they required drivers to wear closed toe/heel footwear, others required that there be a strap to hold the foot in the shoe.

OSHA suggests that to prevent slips/trips/falls that you practice 3 points of contact. Most did not know what this term was and it was explained to the group that when the drivers are entering/exiting the bus that two hands and one foot or two feet and one hand were always in contact with the step/ground and handrails to ensure safety of the driver.

Meeting adjourned at 12:15 pm.

Next meeting: June 20, 2011 at State Conference at 4 pm. Location will be announced at the workshop.

**2010-2011 Officers - Board Members**  
**For NW OPTA**

Mary Conger - 2009-10 Past President

Patricia Baker - 2010-11 President

Kim Crabtree - 2011-12 President-Elect

Dawn Parsell - 2010-13 Treasurer

Jean Frazey - 2010-11 Secretary

Robin Strand - 2008-11 Board Member

Doug Feddersen - 2010-13 Board Member

Rosemary Vehrenkamp - 2009-12 Board Member

# OPTA MEMBERSHIP APPLICATION

## MEMBERSHIP CATEGORY:

- \_\_\_\_\_ **Active Member**  
Persons performing administrative, supervisory, driver training, and/or regulatory duties in School bus operations.
- \_\_\_\_\_ **Associate Member**  
Any person interested in or associated with, any phase of pupil transportation.
- \_\_\_\_\_ **Professional Member**  
Persons employed as a school bus driver or a mechanic/technician in school bus Operations.
- \_\_\_\_\_ **Honorary Member**  
Any person, or, institution so named by the State Board of Directors.

## CHAPTER MEMBERSHIP:

- \_\_\_\_\_ State Membership \$15
- \_\_\_\_\_ Northwest Membership \$10
- \_\_\_\_\_ South Willamette Membership \$20

Total Paid \_\_\_\_\_

*Make checks payable to: OPTA*

## REGISTRATION:

Please Type or print

Name: \_\_\_\_\_

Company/Employer: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

New Membership \_\_\_\_\_ Renewal \_\_\_\_\_

Email address:

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Specify Year (**July 1<sup>st</sup> - June 30<sup>th</sup>**) Payment Applies:

\_\_\_\_\_/\_\_\_\_\_

*Send Membership Application and Payment to:*

Kathy Houck  
1204 NE 201<sup>st</sup> Av.  
Fairview, OR 97024

OPTA NORTHWEST CHAPTER  
TRAINING CLASSES  
04/19/2011

Beaverton SD: (503) 672-3721 Jean Frazey <a href="mailto:Jean_Frazey@beaverton.k12.or.us">Jean_Frazey@beaverton.k12.or.us</a>	5/06 Middle School Management Class 9:45 to 11:45 5/27 Defensive Driving and You Class 8:00 to 12:00
David Douglas SD: (503) 256-6500 x5223 Kathy Calkins <a href="mailto:kathy_calkins@ddouglas.k12.or.us">kathy_calkins@ddouglas.k12.or.us</a>	None to report
Centennial SD: (503) 762-3674 Debbie Lillison <a href="mailto:Debra_LillisonAcentennial.k12.or.us">Debra_LillisonAcentennial.k12.or.us</a>	None to report
Hillsboro SD: (503) 844-1123 Carol Hatfield <a href="mailto:hatfielc@hsd.k12.or.us">hatfielc@hsd.k12.or.us</a>	None to report
North Clackamas SD: (503) 353-6156 Mark Sexton <a href="mailto:sextonm@nclack.k12.or.us">sextonm@nclack.k12.or.us</a>	5/16 Core (section 1&2)10:00 to 1:00 5/17 Core (section 3)10:00 to 12:30 5/18 Core (section 4)10:00 to 12:30 5/24 & 5/27 Red Cross First Aid 10:00 to 12:00
Oregon City SD: (503) 785-8540 Jennie Skellenger <a href="mailto:Jennie.skellenger@orecity.k12.or.us">Jennie.skellenger@orecity.k12.or.us</a>	None to report
Parkrose SD: (503) 408-2129 Melinda Hammond <a href="mailto:melinda_hammond@parkrose.k12.or.us">melinda_hammond@parkrose.k12.or.us</a>	None to report
Portland SD: (503) 916-6901 x77284 Keith Wright <a href="mailto:Kwright2@pps.k12.or.us">Kwright2@pps.k12.or.us</a>	6/15 Core Refresher 8:00 to 12:00 6/21 CORE 7:00 to 4:00
Reynolds SD: (503) 492-4921 x3311 Janet Trapold <a href="mailto:Janet_Trapold@reynolds.k12.or.us">Janet_Trapold@reynolds.k12.or.us</a>	First aid and CPR 5/7 8:00-12:00 cost \$25.00