



## Minutes of the Oregon State Fair Council Regular Meeting

June 17, 2021

By Zoom Due to COVID-19 and Social Distancing requirements

Audio Recorded: Yes

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- I. **Call to Order:** The meeting convened at 1:30 p.m. with Vice-Chair Berger presiding.
  - II. **Roll Call:** The attendance, both in person and by phone, was recorded as shown below:

<b>Present:</b> Vicki Berger, Vice Chair Loyal Burns, Council Member Leah Perkins-Hagele, Council Member Austin McGuigan, Council Member Arnie Roblan, Council Member Craig Smith, Council Member Kim Grewe-Powell, Director/CEO	<b>Non-Present:</b> Kevin Cameron, Chair Jon Chandler, Council Member George Jennings, Council Member Dana Jung, Council Member Rep. Paul Evans, Advisory Council Member Steve Powers, Advisory Council Member Sen. Bill Hansel, Advisory Council Member
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  - III. **Pledge of Allegiance:** The Pledge of Allegiance was made by all parties present.
  - IV. **Presentation:** None
  - V. **Approval of Minutes:**
    - a. **Council Meeting of May 20, 2021:** Vice-Chair Berger asked if there were any changes or corrections to the minutes presented for approval. Hearing none, a motion was made by Council Member Roblan seconded by Council Member McGuigan to approve the minutes as presented. The motion carried unanimously.
  - VI. **Public Comment on Agenda Items:** None
  - VII. **Council Chair's Report:** None
  - VIII. **CEO's Report:** CEO Grewe-Powell reported that OSFEC is going forward with Budget Scenario B. All departments are working hard to stay within their allocated budgets. The Marketing team has worked on several timelines for the release of tickets to go on sale. The Marketing team hopes to launch on July 1, if not sooner, all to be determined by Governor Brown's announcement. The OSFEC team attended CPR and First Aid Training on June 2, 2021. They will attend a "Creating a Service of Culture and Respect in the Workplace" training on June 22, 2021. Expo calendar weekends post fair are booked starting in October.
  - IX. **Information Items:**
    - a. **Fair Foundation Report:** Debbie McCune reported the Foundation was going ahead with planning the Oregon Harvest Celebration. Tickets will be going on sale soon.
    - b. **State Fair Report:** None
    - c. **Expo Report:** None
  - X. **Action Items**
    - a. **State Fair Council**
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- i. **Financial Statement 1/1/2021-4/30/2021:** Charlene Ewing, OSFEC Administrative Supervisor, discussed with The Council that the April 2021 Financial Statements were not complete and asked if they would like to review them with May’s Financials at the next meeting. Council Member Smith suggested leaving the April Financial Statements open until they can be determined accurate. CEO Kim Grewe-Powell added that AccurAccounts is short-staffed and requested that OSFEC do basic bookkeeping in-house. AccurAccounts have agreed to do a monthly spot check and continue to process OSFEC payroll.

Council Member Roblan Motioned to postpone the vote on the financial statements for 1/1/2021-4/30/2021 until they are correct. And get a report on both April and May at the July meeting. The motion was seconded by Council Member McGuigan. The motion carried unanimously.

- ii. **Discussion and Action Regarding Fair Budget Contingency Fund:** Vice-Chair Berger reported that during the Executive Committee Meeting on June 16, 2021, CEO Grewe-Powell requested use of \$250,000 of the \$400,000 Contingency Fund to cover the expenses of re-adding two Concerts to the lineup, increasing the line up from seven to nine. All contingent upon the Governor’s releasing Oregon from its current Covid-19 Guidelines. The Executive Committee voted to allow the request.
- iii. **Discussion and Action regarding DAS Risk Management Updated Proposed IGA:** As discussed in the April 2021 Council Meeting, the final DAS Risk Management Proposal needed approval-by July 1st, 2021, to be active for the next biennium. The legislature still needs to approve the final budget numbers, DAS is waiting on those numbers.

Council Member McGuigan motioned to approve the IGA. Council Member Roblan seconded the motion. The motion carried unanimously.

**b. State Fair**

- i. Discussion and action regarding Contract for Independent Contractor Services for 2021 Oregon State Fair Fun Cards System & Software by Amusement Consulting Services, Inc.

Council Member Smith motioned to approve the Contract for Amusement Consulting Services, Inc. Motion was seconded by Council Member Roblan. The motion carried unanimously.

- ii. Discussion and action regarding Contract for Independent Contractor Services for 2021 Oregon State Fair Emergency Medical and Related Services by Falck Northwest Corp.

Council Member Smith motioned to approve the Contract for Falck Northwest Corp. Motion was seconded by Council Member McGuigan. The motion carried unanimously.

- iii. Discussion and action regarding Contract for Independent Contractor Services for 2021 Oregon State Fair Decor by Eye Beam: Eye Beam provides OSF with tables, chairs, pipe and drape, etc.

Council Member Roblan motioned to approve the Contract for Eye Beam. Motion was seconded by Council Member Smith. The motion carried unanimously.

- iv. Discussion and action regarding Contract for Independent Contractor Services for 2021 Oregon State Fair Security by Oregon State Police: Council agrees that further discussion is needed for future fair needs, as this price is consistently increasing. Council requests OSFEC to look at other options but keep in cognizance of the need for the service.

Council Member Roblan motioned to approve the Contract for Oregon State Police. Motion was seconded by Council Member Smith. The motion carried unanimously.

**XI. Committee Reports and Action Thereon**

- i. Executive Committee: None
- ii. Governmental Affairs Committee: CEO Grewe-Powell shared that there is a bill in the state legislature right now to help Oregon County Fairs. CEO Grewe-Powell asked the associate of Oregon State Fair Association to add Oregon State Fair to the list. Each county fair is set to receive approximately \$80,000 according to Oregon Fairs Association meeting she attended in the morning. She also requested from DAS over million dollars to make repairs to the grounds to make it safe and ready for emergency needs. Council Member Berger asked for the contact for the Oregon Fair Association’s bill to make so the Governmental Affairs Committee can make calls to the legislatures on OSFEC behalf.
- iii. Nominating Committee: None

**XII. Public Comments on Non-Agenda items: None**

**XIII. Council Members’ Comments:** Council Member Loyal Burns shared that he has been working with the Ag Program Departments, and expressed how professional the team is, and how pleased he is with the planning.

Next meeting July 22, 2021.

**Adjourn:** There being no further business the meeting was adjourned at 2:07pm

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**Meeting Materials:**

Agenda

Council Meeting Minutes May 20, 2021

Financial Statement 1/1/2021-4/30/2021

DAS Risk Management Updated Proposed IGA

Contract for Independent Contractor Services for 2021 Oregon State Fair Fun Cards System & Software by Amusement Consulting Services, Inc

Contract for Independent Contractor Services for 2021 Oregon State Fair Emergency Medical and Related Services by Falck Northwest Corp

Contract for Independent Contractor Services for 2021 Oregon State Fair Decor by Eye Beam

Contract for Independent Contractor Services for 2021 Oregon State Fair Security by Oregon State Police