

**OREGON FIRE CHIEFS ASSOCIATION  
REPRESENTATIVE: STATEWIDE INTEROPERABILITY EXECUTIVE COUNCIL**

Representative's Name	Representative's Organization	Representative's Contact Info	Date Appointed	Length of Term
Jeff Johnson	Oregon Fire Chiefs Association	Jeff Johnson Tualatin Valley Fire & Rescue 20665 SW Blanton Street Aloha, Oregon 97007 Phone: (503) 649-8577 Fax: (503) 649-2615 Email: <a href="mailto:chief.johnson@tvfr.com">chief.johnson@tvfr.com</a>		No terms - as long as appointee is willing to serve and the OFCA so desires

<b>Purpose, Scope and Goals of Committee</b>	<p><b><i>Scope and Responsibility of Committee:</i></b></p> <p>The mission of the Oregon State Interoperability Executive Council is to develop recommendations for policy and guidelines, identify technology and standards, and coordinate intergovernmental resources to facilitate statewide wireless communications interoperability with emphasis on public safety.</p> <p>The priorities of the SIEC are clearly detailed in the governor's executive order. Under this executive direction the SIEC will be:</p> <ul style="list-style-type: none"> <li>• Recommending strategies to improve Oregon's wireless interoperability between public safety agencies communication systems;</li> <li>• Determining standards to ensure consistent development of existing and future wireless communications infrastructure;</li> <li>• Identifying immediate short-term technological and policy solutions that tie existing infrastructure together into an interoperable communication system;</li> <li>• Developing long-term technical and policy recommendations to establish a statewide public safety radio backbone to improve emergency response and day-to-day public safety operations; and,</li> <li>• Providing policy leadership in the development of legislation and state and local policies necessary to achieve wireless interoperability in Oregon.</li> </ul>
<b>Frequency, Format and Location of Meetings</b>	<ul style="list-style-type: none"> <li>• The Council shall meet monthly. The SIEC meetings are scheduled from 1 p.m. to 3 p.m.</li> </ul> <p><b>Meeting Location:</b> Meetings are held in Salem at the Major General Donald E. Anderson Readiness Center/C-4 Communications Center, Room 114, 3225 State Street.</p>
<b>Specific Duties of Representative</b>	<ul style="list-style-type: none"> <li>• Attend the formal committee meetings in person. Actively participate in and contribute to the function of the committee on behalf of the best interests of the OFCA and its membership. Review relevant materials and complete tasks as assigned by the committee leadership within specified timeframes. Alert the OFCA Board of any emergent issues that may be of interest or concern to the Oregon Chiefs.</li> <li>• Submit a written annual report due at Spring Conference</li> </ul> <p>In addition to attendance at arranged meetings and the associated travel time, the appointee's typical workload is approximately 20-25 hours during an active cycle.</p>
<b>Standing Expectations of OFCA Board</b>	<b><i>Appointed representatives of the OFCA are expected to:</i></b>

	<ul style="list-style-type: none"> <li>• Demonstrate conduct that is at all times professional and brings credit to the association and its membership.</li> <li>• Accept and act upon extemporaneous or ad hoc direction from the OFCA Board in a timely manner and with the same credence afforded the direction received herein.</li> <li>• Reflect in their actions adherence to the OFCA's bylaws, policies, and resolutions as well as the following adopted principles: <ul style="list-style-type: none"> <li>✓ OFCA (and its representatives) will build and maintain relationships with our members, our state associations, and other partner organizations.</li> <li>✓ OFCA will actively foster communication to enhance these relationships.</li> <li>✓ OFCA (and its representatives) will endorse, support, and foster legislative and policy development initiatives that will enhance the fire service and advance firefighter, citizen, and community safety.</li> <li>✓ OFCA (and its representatives) will endorse programs that foster and promote quality improvement and professional development for fire service professionals and agencies.</li> <li>✓ OFCA (and its representatives) will seek and utilize fire service leaders who will professionally and enthusiastically advance the mission, goals and objectives of our organization.</li> </ul> </li> </ul>
<b>Participation and Reporting Requirements</b>	<p><b><i>Committee Participation Requirements:</i></b> Representatives are expected to attend all meetings. Unexcused absences may result in the termination of appointment.</p> <p><b>Chair</b>  <b>Jeff Johnson, Fire Chief</b>  (Oregon Fire Chiefs Association)  Tualatin Valley Fire &amp; Rescue  20665 SW Blanton Street  Aloha, Oregon 97007  Phone: (503) 649-8577  Fax: (503) 649-2615  Email: <a href="mailto:chief.johnson@tvfr.com">chief.johnson@tvfr.com</a></p> <p><b><i>Regular Reporting to the OFCA Board:</i></b> The representative will maintain regular contact with and provide timely notification of emergent issues to the OFCA Board.</p> <p><b><i>Primary OFCA Contact:</i></b></p> <p>OFCA President  727 Center St. NE  Salem OR 97301  (503) 587-9427</p> <p><b><i>Initial and Annual Review of Appointment Document:</i></b> Initially, upon commencement of the appointment, and prior to December 1<sup>st</sup> of each year of service on the committee, the representative will review and recommend changes to this document to ensure it accurately reflects the scope and requirements of the positions. The proposed changes will be submitted to the aforementioned OFCA Board for consideration.</p>
<b>Unusual Event</b>	In the event of unusual circumstances or significant emergent issues, the appointee will

<b>Reporting and Review</b>	<p>immediately contact one of the following for direction (listed in order of priority):</p> <p style="padding-left: 40px;">OFCA President</p> <p style="padding-left: 40px;">OFCA 1<sup>st</sup> Vice President</p> <p style="padding-left: 40px;">OFCA Executive Director</p> <p>In the unlikely event of conflict or disagreement between the representative's actions or chosen approach and written directives from the OFCA, the matter should be immediately brought to the attention of the OFCA Executive Director and/or Board President for review by the Board at the earliest opportunity.</p>
<b>Expense Reimbursement Policy</b>	<p>Participation on this committee is not funded by OFCA. The representative's agency typically funds reimbursement of expenses.</p>

**SIGNATURES:**

\_\_\_\_\_  
OFCA Board President

\_\_\_\_\_  
Representative

**RESOURCES:**

Available at [www.ofca.org](http://www.ofca.org):

- OFCA Constitution, Bylaws, Policies, and Resolutions

Available at [http://egov.oregon.gov/SIEC/about\\_us.shtml](http://egov.oregon.gov/SIEC/about_us.shtml)

- Vision, Mission statement and Information about organization

**CREATED:** September, 2007