

# **Public Safety Memorial Fund Board**

## **Minutes**

### **July 24, 2025**

The Public Safety Memorial Fund Board (PSMFB) held a regular meeting on July 24, 2025, at the Department of Public Safety Standards and Training located at 4190 Aumsville Hwy SE Salem, Oregon. The meeting was called to order at approximately 9:53 a.m.

#### **Committee Members:**

Jennifer Cameron, Chair, Law Enforcement Representative  
Mark Daniel, Vice-Chair, Law Enforcement Representative  
Chris Heppel, Fire Service Representative  
Scotty Nowning, Law Enforcement Representative  
Michael Reese, Corrections Representative  
Mo Young, Public Member from Board

#### **Committee Members Absent:**

#### **DPSST Staff:**

Marie Atwood, Professional Standards Division Director  
Jennifer Howald, Administrative Rules Coordinator  
Shelby Alexander, Executive Assistant to the Director  
Juan Lopez, Executive Assistant to Marie Atwood

#### **Guests**

#### **1. Introductions**

- *Vice-Chair Cameron began the meeting by inviting everyone in attendance to state their name and position for the record.*

#### **2. \*PSMFB Chair and Vice-Chair Nominations**

Presented by Marie Atwood

Professional Standards Division Director, Marie Atwood, corrected a typo on the agenda for this meeting that labels Member Daniel as a Non-Management Law Enforcement representative. This should be read as a representative of the Oregon Association of Chiefs of Police.

- *Scotty Nowning motioned to approve Jennifer Cameron as the new Chair of the Public Safety Memorial Fund Board. Member Daniel seconded the motion. A vote was taken by roll call vote where the motion was carried with a unanimous vote.*
- *Chair Cameron motioned to approve Chris Heppel as the new Vice-Chair of the Public Safety Memorial Fund Board. Member Nowning seconded the motion. A vote was taken by roll call vote where the motion was carried with a unanimous vote.*

### **3. \*Approve April 24, 2025, Meeting Minutes**

- *Member Reese motioned to approve the April 24, 2025, meeting minutes. Vice-Chair Heppel seconded the motion. A vote was taken by roll call where the motion was carried with a unanimous vote.*

### **4. Budget Update**

Presented by Marie Atwood

Division Director Atwood commenced by clarifying that the information contained within the budget update is current as of the month of May 2025. Initial funds at the beginning of the 2023-25 biennium were \$385,497, while revenue during this time totaled \$280,317. Expenditure limitation was \$309,415, with a savings amount of \$66,235 undistributed by the end of biennium, while the benefits provided by discipline remained the same since the last meeting and are as follows:

- Criminal Justice \$43,591 (87% of allocations)
- Fire is \$25,000 (13% of allocations)
- Oregon Liquor & Cannabis Commission \$0 (0% of allocations).

Administrative Rules Coordinator, Jennifer Howald, notified the Board members that the budget report for the next October PSMFB meeting will look different, and explained why no new revenue was deposited into the PSMFB's account for the 2025-27 biennium. The treasury report states, "beginning balance, revenue, expenditures, and ending balance," but it is important to note that the fund that the PSMFB receives is supported by the criminal fines account.

However, this account is limited and has been nearly expended in the current 2023-2025 biennium. The PSMFB has a remaining balance that will be carried over into the 2025-27 biennium, but instead of receiving new funds to add to this balance, the legislature simply approved an expenditure limitation of \$322,000. This means that the PSMFB may spend this total, as needed, but if more is required in a worse-case scenario, then the Board may ask for more on top of this designated amount.

- *Member Reese asked if the PSMFB has ever been funded in this way before. Jennifer Howald replied that it would be necessary to review the meeting history in order to answer this question.*
- *Member Daniel asked what the underlying rationale was behind not funding the PSMFB with new revenue. Jennifer Howald stated that there was no spoken information regarding this matter during the legislative session. There is the agency budget bill that approves its expenditure limitation, and then there is a separate legislative budget bill that allocates the funds. When the legislature allocated the criminal fines account funds to DPSST, they only did this for agency operations, not a deposit to the PSMFB treasury account.*
- *Member Reese asked what the average annual expenditure is for the PSMFB. Shelby Alexander responded that an estimate is anywhere from \$250,000 to \$300,000 per*

*biennium. This is contingent on how many line-of-duty deaths there are in a year and whether cases have continuation of services for beneficiaries.*

- *Jennifer Howald asserted that DPSST will continue to monitor these funds and will work with the legislature to ensure that there is adequate funding for any emergencies.*

**5. \*John Christopher Kilcullen, DPSST #35147; Eugene Police Department; Supplemental Application for Discretionary PSMF Benefits**

Presented by Kathy McAlpine

On April 22, 2011, Police Officer John Christopher Kilcullen was involved in a fatal incident in Springfield, Oregon. Officer Kilcullen was shot and later died from a gunshot wound received while performing his duties as a police officer for the City of Eugene.

On April 28, 2011, the Public Safety Memorial Fund Board (PSMFB) considered the initial application for PSMF benefits submitted by Kristie Sampson-Kilcullen, spouse of Officer Kilcullen. Ultimately the PSMFB determined that Officer Kilcullen's death was a qualifying death as defined by ORS 243.954. As a result, Kristie Sampson-Kilcullen was awarded the lump sum benefit of (\$25,000).

Since 2011, Mrs. Sampson-Kilcullen has continually submitted supplemental applications for benefits requesting further reimbursement to continue health and dental coverage for herself and daughter(s), Sydney Sampson and Katie Kilcullen, each of which was approved by the PSMFB.

The application submitted by Kristie Sampson-Kilcullen on May 12, 2025, requests reimbursement of \$2,574.00 for herself and one of her daughters, Katie Kilcullen, for the months of July 2025 through December 2025 (6 months).

- *Chair Cameron asked for a motion to approve the supplemental award benefits to Kristie Sampson-Kilcullen, as requested, for satisfying the mandated Oregon Revised Statutes (ORS), requirements.*
- *Member Reese motioned to approve to award benefits to Kristie Sampson-Kilcullen, as requested. Member Nowning seconded the motion. A vote was taken by roll call where the motion was carried with a unanimous vote.*
- *Member Reese motioned to approve the full award amount of \$2,574.00 to Kristie Sampson-Kilcullen, as requested. Member Daniel seconded the motion. A vote was taken by roll call where the motion was carried with a unanimous vote*

**6. Next Meeting – October 23, 2025, directly following the Board on Public Safety Standards and Training meeting at 9:00 a.m.**

*With no further items to discuss, Chair Cameron adjourned the meeting at approximately 10:10 a.m.*