

APPLEGATE VALLEY RFPD #9
BOARD OF DIRECTORS MEETING
January 18, 2017

BOARD MEETING CALLED TO ORDER

TIME: 6:09 PM

LOCATION: Training Building

ROLL CALL

Craig Amann	<i>President</i>
Sandy Shaffer	<i>Vice-President</i>
Rich Halsted	<i>Secretary/Treasurer</i>
Mike Parker	<i>Board Member</i>
Lori Cooper	<i>Board Member</i>

OTHERS PRESENT

<i>Mike McLaughlin</i>	<i>Fire Chief</i>
<i>Chris Wolfard</i>	<i>OPs Chief</i>
<i>Brad Barnes</i>	<i>Division Chief</i>
<i>Tallie Jackson</i>	<i>Office Manager</i>

ABSENT

None

ADDITIONS TO THE AGENDA

Old – None

New-

Fire Defense Board Chief

ECSO

Generator

REVIEW MINUTES FROM PREVIOUS MEETING

Review minutes of December 20th meeting. The minutes were reviewed and corrected to add the motion to receive the ambulance for the CERT program and to add a signature line for the President approval.

Sandy Shaffer moved to approve the December 20th minutes as corrected and amended.

Rich Halsted seconded the motion.

Approved unanimously.

FISCAL REPORT

The Disbursement Voucher for December 2016 was presented: the following expenditures were discussed and clarified;

Emergency Reporting – Annual subscription to submit emergency reports to the state.

Brown Paper Tickets – Registration site for pumper operator class.

Pacific Power Sta. 4 – Power is up due to many calls out of this station.

Rogue Community College – Intern program, each student receives \$2000 towards tuition per semester.

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Lori Cooper moved to approve the December 2016 expenditures, in the amount of 86,634.75

Sandy Shaffer seconded the motion.

Monthly expenditures approved unanimously.

The Financial Report review: Board Members reviewed the financial report as 50% through the Fiscal Year, discussing to change the line of Bank Service Charge to all capitals to be consistent with the rest of the page.

STAFF REPORT

Training, Maintenance and Alarms:

Chief presented the Staff Report for December, highlighting the 23% call increase from last year. We ended the year with 708 calls. Medical calls are higher in 2016.

General:

Operations

Chief has signed up at Chemeketa College to work towards his Associate's degree. Rich suggested that Chief add his priorities for the next 30 days to the Staff Report. Chief will work on this for the future meetings.

New Permits – 6

Alarms – Structure Fire on Spencer Gulch and many weather related MVC's

OLD BUSINESS

Resolution 2016/2017-03, MVC Cost Recovery

Sandy Shaffer moved to approve the Resolution 2016/2017 – 03.

Michael Parked seconded the motion.

<u>3</u>	<u>2</u>	<u>0</u>
Ayes	Nays	Abstain
<u>(Amann, Cooper)</u>		

Review of Chapter 9

Rich will email notes separately to the Board after SDAO Conference. Board will review further at next meeting.

Donation Policy

Chief drafted a policy on accepting donations. Chief sent the draft to SDAO legal to be reviewed. He will bring a draft to a later meeting for review.

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Contracting Policy and / or Procedures

Chief contacted Dan Peterson of District 3 for a policy on contracting policy / procedures. Chief forwarded on the information to Board and is looking for feedback on dollar amounts. Chief will present a policy in a few months after getting feedback.

Team Building Workshop

Board would like to strike Team Building Workshop and replace with Strategic Planning. Strategic planning will be presented by Chief at the March Budget meeting.

Levy

Matt Epstein will be heading up Levy Committee. The Board needs to agree on a dollar amount. The current levy is at \$0.92.

Williams Fire/Rescue

Chief Kuntz will speak at the February meeting to discuss future plans of Williams Fire/Rescue.

NEW BUSINESS

Dropbox

Chief created a Dropbox to use as a tool for the Board to retrieve documents. Cody Goodnough will assist in setting up Dropbox if anyone needs assistance.

Fire Defense Board Chief

Lang Johnson would like to give a presentation to the Board, on the Fire Defense Board. Chief has been nominated to be an alternate for the Fire Defense Board Chief. An alternate will be responsible to act as the Fire Defense Chief for one week during the fire season. Chief expressed he would be able to complete the one week and not have it interfere with his regular work schedule. The Board feels there is no need to have a presentation.

ECSO

Chris Wolfard would like Emergency Communications of Southern Oregon (ECSO) to make a presentation to the Board in May or June. The presentation will highlight their history, budget, our role and how dispatched is organized. The Board would like to see if Margie can put on the presentation. Chris will contact ECSO and report back with what date will work best for them.

Generator

Chief is looking into a generator that would fully run Headquarters. \$15,000 was budgeted this fiscal year to buy a new one. Preliminary bids are coming in high and may need to pull money from contingency to cover cost. Chief and Brad are looking into a used or FEPP generator as well. They are looking into being able to put in two phase transfer switches in the training building so it may run off a generator. Chief will continue to receive bids and will come back with a formal presentation.

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ANNOUNCEMENTS / Good of the Order

2 spots are open on the budget committee; have those who are interested contact Chief.

Labor Contract Negotiations; Executive Session; ORS 192.660(2)(d); The Board went into executive session at 7:42 pm to discuss labor contract negotiations.

Reconvened at 8:09 pm

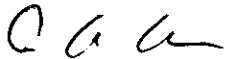
ADJOURNMENT

The Board meeting was adjourned at 8:10 pm.

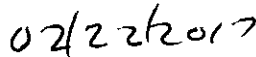
The next Board meeting will be held Wednesday – February 15th, 6 pm @ Training Bldg.

Minutes Submitted by Tallie Jackson
Office Manager

Approved By:



Board President, Craig Amann



Date