

**APPLEGATE VALLEY RFPD #9
BOARD OF DIRECTORS MEETING
August 17, 2016**

BOARD MEETING CALLED TO ORDER

TIME: 6:00 PM

LOCATION: Training Building

ROLL CALL

Craig Amann	<i>President</i>
Sandy Shaffer	<i>Vice-President</i>
Rich Halsted	<i>Secretary/Treasurer</i>
Ed Temple	<i>Board Member</i>

OTHERS PRESENT

<i>Mike McLaughlin</i>	<i>Fire Chief</i>
<i>Carey Chaput</i>	<i>Office Manager</i>
<i>Mike Parker</i>	<i>Budget Committee</i>
<i>Brett Fillis</i>	<i>Retired Fire Chief</i>
<i>Bob Ettner</i>	<i>Retired Board member</i>
<i>Lisa Pickart</i>	<i>Jo Co Veterans Service</i>
<i>Richard Goodnough</i>	<i>Resident</i>
<i>Brad Barnes</i>	<i>Division Chief</i>

ABSENT

None

SPEAKERS AND GUESTS

Bob Ettner Recognition - Craig Amann, as Board President, recognized Bob Ettner for his 19 years of service on the Board of Directors. Brett expressed his appreciation for Bob's contributions to strategic planning. Sandy acknowledged his contributions to the Applegate Fire Plan, while Ed commended him on being able to balance the roles of both Vol. Firefighter and Board Member. Bob was presented two framed certificates to honor his years of service with Applegate Valley Fire District.

Veterans Service Program - Lisa Pickart, Director of the Josephine County Veterans Service Program, came out to discuss the feasibility of using one of the stations for veterans outreach in the Williams, Murphy and Provolt areas. She outlined the program history, needs and concerns. The Board discussed liability issues, and ADA compliance for public use. Although Lisa believes that the needs would be better met by using Station 4, the Board would prefer that Station 1 to be used for this purpose. They suggested she contact both Josephine and Jackson Counties for a joint approach to this outreach program. She was also asked to check with her legal department for an Insurance Memo of Understanding. In the meantime, Staff will send her a Facility Use Agreement to review. Lisa will be on the agenda of the next meeting, Sept. 21st to further discuss these issues.

ADDITIONS TO THE AGENDA

Announcements – Ed Temple

Appoint Board Member – After determining that enough time had been allowed for all interested parties to come forward, it was time to fill the vacancy created by Bob Ettner's retirement on the Board of Directors.

Sandy Shaffer nominated Michael Parker to fill the vacancy on the Board of Directors.

Rich Halsted seconded the motion

Motion for approval was unanimous.

Michael Parker read the Oath of Office while being sworn in to the Board of Directors by Craig Amann.

REVIEW MINUTES FROM PREVIOUS MEETING

Review minutes of July 20th meeting. The minutes were reviewed and accepted as presented. Members commented on appreciating receiving the complete package of monthly reports prior to the meeting. Chief McLaughlin would like to start meeting with Craig on the Monday prior to each meeting to discuss the Agenda outline.

Rich Halsted moved to approve the July 20, 2016 minutes.

Sandy Shaffer seconded the motion.

Approved unanimously.

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FISCAL REPORT

The Disbursement Voucher for July 2016 was presented: The following expenditures were discussed in further detail; the annual Workers Comp Insurance payment, \$814 to Thunderbird Market for 3 pallets of water, the quarterly payment to Emergency Communications of Southern Oregon. Also discussed was the transparency of postings in 100514-Paid Benefits, 100711 – Construction Cost & 6500 – Payroll Expenses. It was requested that these accounts show similar detail in the Financial Reports.

Ed Temple moved to approve the July 2016 expenditures, in the amount of \$143,378.31
Sandy Shaffer seconded the motion.
Monthly expenditures approved unanimously.

The Financial Report review: Board Members reviewed the financial report as 8% through the Fiscal Year. As discussed earlier, they would like to see a consistent titling of expenditures and greater detail in Paid Benefits, each Station's construction costs and vehicle maintenance.

STAFF REPORT

Training, Maintenance and Alarms :

Mike presented the Staff Report for July, highlighting the training activity and operations. The Staff Report will now be emailed to the Board along with the financial reports. Alarms are up by 20 from this time last year, and 12.6% for YTD. Nate Carroll, a new Volunteer for Sta 5 & 7, has been signed up for the FF Academy being offered through RITA. He will complete Structure, Wildland and CPR training

General:

Operations – Shift personnel have begun the dorm renovation project. Completion is scheduled for the end of August.

New Permits - 10

Alarms – Discussed the structure fire on Sterling Creek Rd, and grass fires on Humbug Creek Rd., and across from HQ.

Catastrophic Emergency Planning- Chris Wolfard has developed a portable repeater to be used during emergencies and power outages, with minimal costs to the district. Michael Parker has stepped forward as a contact for the development of the CERT Program in Applegate Valley.

OLD BUSINESS

Williams Service Agreement

Chief McLaughlin received a One Year Service Agreement from the Williams Fire District Board, which included the requested additions by SDAO's review. As it stands, either party is able to back out of the agreement at any time. A few Board Members were not comfortable with the service agreement, and further discussed the differences within the mutual aid agreement, already in place. Craig suggested that a 6 month review be presented to alleviate any discomfort from the BOD. Incident statistics will be included in the monthly reports.

Ed Temple moved to authorize Chief McLaughlin to sign the Williams Service Agreement.
Michael Parker seconded the motion.
Motion was approved as follows;

3
Ayes

2
Nays
(Halsted, Shaffer)

0
Abstain

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NEW BUSINESS

None

ANNOUNCEMENTS / Good of the Order

- Audit date has been changed to Oct 26th
- Ed Temple made the announcement that he will be resigning from the Board of Directors effective Oct. 1st

ADJOURNMENT

The Board meeting was adjourned at 8:08 pm.

The next Board meeting will be held Wednesday – Sept. 21 6 pm @ the Training Building.

Lisa Pickart to be invited to attend for further discussion on facility use by the Veterans Service Program.

Craig Amann will not be in attendance.

Chief to meet with Sandy 10 am Monday Sept. 19th