

# APPLEGATE VALLEY RFPD #9 BOARD OF DIRECTORS MEETING MINUTES

April 17, 2024

Training Building, 1095 Upper Applegate Rd., Jacksonville, OR 97530



## 1.0 CALL TO ORDER

Board Meeting called to order by Rob Underwood.

TIME: 4:00 PM

## 2.0 ROLL CALL

**PRESENT:** President Rob Underwood, Secretary/Treasurer Mike Blaschka, Director Jeff Hoxsey, Director Julie Barry

**ABSENT:**

Vice President Doug Stewart

**OTHER STAFF & INVITED SPEAKERS:** Chris Wolfard (*Fire Chief*), Cody Goodnough (*Deputy Chief*), McKenzie Turnbull (*Logistics Chief*), Brian Mulhollen (*Fire Marshal*), Tallie Jackson (*Admin Chief*)

**The Board meeting was recessed at 4:02 pm to enter into the Budget Committee meeting.**

**The Board meeting reconvened at 4:40 pm**

## 3.0 SPEAKERS AND GUESTS

None

## 4.0 REVIEW OF MINUTES FROM PREVIOUS MEETING

The minutes of the March 20, 2024 Board meeting were reviewed and approved as written.

→ **MOTION:** Rob Underwood moved to approve the March 20, 2024 Board minutes as written. Mike Blaschka seconded the motion.

Motion carries as follows.

**AYES** Underwood, Blaschka, Hoxsey, Barry

**NAYS**

## 5.0 FISCAL REPORT

Disbursement Voucher:

The Board reviewed the disbursement voucher, no clarifications were made.

→ **MOTION:** Rob Underwood moved to approve the March 2024 expenditures as presented in the amount of \$186,155.64. Julie Barry seconded the motion.

Motion carries as follows.

**AYES** Underwood, Blaschka, Hoxsey, Barry

## NAYS

### The Financial Report review:

Chief Jackson highlighted the two new desks and PPE that was purchased. The Board requested to see a printout of items in misc. supplies.

- **MOTION:** Rob Underwood moved to accept the March 2024 financials as presented. Mike Blaschka seconded the motion.

Motion carries as follows.

**AYES** Underwood, Blaschka, Hoxsey, Barry

## NAYS

## **6.0 FIRE CHIEF'S REPORT**

Chief Wolfard highlighted his meeting with the director of the Northwest Youth Corp. Chief Wolfard has been reviewing ORS 478 and requested the Board to read ORS 478.702 in regards to annexation. This ORS may be important on updating our strategic plan.

### Deputy Chief Report

Chief Goodnough submitted his staff report with the alarm stats.

### Maintenance Officer Report

Chief Turnbull informed the Board that Engine 153 has a tank leak and will be out of service for a couple weeks.

### Fire Marshal Report

Chief Mulhollen highlighted working with SOFRC on pile burning and placing the mini excavator in service.

### Recruitment & Retention Report

Chief Wolfard highlighted that Aisha has been working very hard to fill our student firefighter positions.

## **7.0 OLD BUSINESS**

### Policy Manual Review

Chief Wolfard has emailed policy to SDAO and HR Answers, he is still awaiting information back.

### Branding / Marketing Policy

The Board requested Chief Goodnough to email an update.

### MOU with ECSO

No movement.

### Fire Chief's Performance Review

Rob Underwood emailed Chief Wolfard the last evaluation form that was used. Chief Wolfard reviewed and gave comments and suggestions.

## 8.0 NEW BUSINESS

### Interim Support Agreement with Williams Fire District

Chief Wolfard has been meeting with Williams Fire to give assistance in guiding them on moving forward. Chief Wolfard is proposing working on an agreement for on call administrative services.

### Local Government Law Group Conflict Waiver

Local Government Law Group email a Waiver of Conflict for their firm to represent both agencies. On creating an intergovernmental agreement.

## 9.0 ANNOUNCEMENT

- Coffee with the Chief June 12th
- Firefighter Picnic June 15th
- Spaghetti Dinner June 20th
- Pig Roast September 20th

## 10.0 ITEMS TO BE ON NEXT AGENDA

## 11.0 ADJOURNMENT

Rob Underwood adjourned the meeting at 5:43 pm.

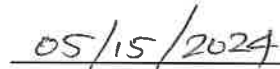
The next scheduled regular Board meeting will be held Wednesday May 15, 2024 @ 4 pm. Training Building 1095 Upper Applegate Rd.

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Minutes Submitted by Tallie Jackson  
Administration Chief

Approved By: .

  
Board Secretary / Treasurer

  
Date

