

# APPLEGATE VALLEY RFPD #9

## BOARD OF DIRECTORS MEETING MINUTES

### August 21, 2024

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



#### 1.0 CALL TO ORDER

Board Meeting called to order by Julie Barry.  
TIME: 4:00 PM

#### 2.0 ROLL CALL

**PRESENT:** President Rob Underwood (arrived at 4:17), Vice President Julie Barry, Director Doug Stewart, Director Jeff Hoxsey

**ABSENT:**  
Secretary/Treasurer Mike Blaschka

**OTHER STAFF & INVITED SPEAKERS:** Chris Wolfard (*Fire Chief*), Tallie Jackson (Admin Chief), Brian Mulhollen (*Fire Marshal*)

#### 3.0 SPEAKERS AND GUESTS

None

#### 4.0 REVIEW OF MINUTES FROM PREVIOUS MEETING

The minutes of the July 17, 2024 Board meeting were reviewed and approved as written.

→ **MOTION:** Jeff Hoxsey moved to approve the July 17, 2024 Board minutes as written. Doug Stewart seconded the motion.

Motion carries as follows.

**AYES** Stewart, Barry, Hoxsey

**NAYS**

#### 5.0 FISCAL REPORT

Disbursement Voucher:

Cargo trailer purchased for structure protection cache.

First Due – Reporting and Scheduling program.

Benefit Sell Back – Vacation sell back

Reimbursable Overtime – Overtime that occurs on fire team deployment, that is reimbursed by the State or USFS.

→ **MOTION:** Doug Stewart moved to approve the July 2024 expenditures as presented in the amount \$286,789.68. Julie Barry seconded the motion.

Motion carries as follows.

**AYES** Stewart, Barry, Hoxsey

**NAYS**

The Financial Report review:

Chief Jackson highlighted annual work comp payment has been made and an audit is schedule for August 28<sup>th</sup>.

→ **MOTION:** Doug Stewart moved to accept the July 2024 financials as presented. Jeff Hoxsey seconded the motion.

Motion carries as follows.

**AYES** Stewart, Barry, Hoxsey

**NAYS**

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

Chief Wolfard highlighted the water tender project. Chief Wolfard has been working with ECSO on upgrading the new radios. Upon the end of fire season, staff will present a report for the fire team assignments.

Deputy Chief Report

Call stats were presented.

Maintenance Officer Report

The report highlighted that the Menlo Park engine is now in service.

Fire Marshal Report

Chief Mulhollen highlighted working on arranging to host the Northwest Youth Corp this fall.

Recruitment & Retention Report

Report was presented.

## **7.0 OLD BUSINESS**

Policy Manual Review

None to report.

Branding / Marketing Policy

The new t-shirt design was presented. The Board recommended removing the flag and adding Applegate Fire to the front. Will also ask the committee about removing the number 9.

MOU with ECSO

Chief Wolfard is continuing to work with ECSO.

Fire Chief's Performance Review

Chief Wolfard will work with Rob Underwood to complete the evaluation form.

## 8.0 NEW BUSINESS

### Alcohol Policy

Chief Wolfard asked the Board if they would be open to revising or have a one-time exemption to the alcohol policy. The Friends will be using the training building for a backup plan for the Swine and Wine event in case of bad weather. They would still like to serve beer and wine at the event if they have to move it. This would be done using Red Lily.

→ **MOTION:** Rob Underwood moved to approve a one-time exemption to the Alcohol Policy for the Friends on September 20<sup>th</sup> with consulting of the insurance company. Doug Stewart seconded the motion.

Motion carries as follows.

**AYES** Underwood, Stewart, Barry, Hoxsey

**NAYS**

## 9.0 ANNOUNCEMENT

- Swine & Wine Fundraiser – September 20<sup>th</sup>
- SDAO Best Practices
- Jack Lynch has retired after 20 years of service
- October 12<sup>th</sup> The Lions will be doing a BBQ at The Station.

## 10.0 ITEMS TO BE ON NEXT AGENDA

## 11.0 ADJOURNMENT

Julie Barry adjourned the meeting at 5:23 pm.

The next scheduled regular Board meeting will be held Wednesday September 18, 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

