

APPLEGATE VALLEY RFPD #9

BOARD OF DIRECTORS MEETING MINUTES

December 18, 2024

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



1.0 CALL TO ORDER

Board Meeting called to order by Rob Underwood.
TIME: 4:02 PM

2.0 ROLL CALL

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

ABSENT:

OTHER STAFF & INVITED SPEAKERS: Chris Wolfard (*Fire Chief*), Dave Blakely (*Deputy Chief*), McKenzie Turnbull (*Logistics Chief*), Tallie Jackson (*Admin Chief*), Brian Mulhollen (*Fire Marshal*), Richard Brewster, CPA

3.0 SPEAKERS AND GUESTS

Rick Brewster, CPA –Presented the annual audit report. There were no concerns or significant findings.

4.0 REVIEW OF MINUTES FROM PREVIOUS MEETING

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

→ **MOTION:** Rob Underwood moved to approve the November 20, 2024 Board minutes as written. Julie Barry seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

5.0 FISCAL REPORT

Disbursement Voucher:

The follow disbursements were discussed and clarified;

Fuel Crew new line item due to grant

Fuel consumption due to staffing Station 51.

→ **MOTION:** Rob Underwood moved to approve the November 2024 expenditures as presented in the amount \$301,720,03. Mike Blaschka seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

The Financial Report review:

Chief Jackson highlighted the property tax money has started coming in.

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

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

6.0 FIRE CHIEF'S REPORT

Chief Wolfard informed the Board he has been working with the attorney on the expansion project.

Deputy Chief Report

Chief Blakely highlighted the new training opportunities going out to personnel. Chief Blakely created a new stat sheet.

Maintenance Officer Report

Chief Turnbull highlighted the deer accident that dented the door to Support53.

Fire Marshal Report

Chief Mulhollen informed the Board on the grant opportunities that he is pursuing for fuel mitigation.

Recruitment & Retention Report

Chief Wolfard Highlighted Aisha's work with assisting with Christmas party.

7.0 OLD BUSINESS

Policy Manual Review

Branding / Marketing Policy

Doug Stewart expressed his concern about the new logo design. Chief Wolfard and Chief Blakely will continue to work on the new logo with more input. Chief Blakely announced that the District will be changing uniform colors of black. This change will alleviate the issue with different shades of blue.

Fire Chief's Performance Review

Rob Underwood sent out a list of names to Julie & Doug along with the questions.

Alcohol on District Property & Facilities, Policy 10.5.7.C – 2nd Reading

- **MOTION:** Rob Underwood moved to approve the second reading of Policy 10.57.C as presented. Doug Stewart seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

Ordinance to Address False Alarms and Illegal Burning

Tabled until next meeting.

Proposed Addendum to the Fire Chief's Contract for a Vehicle Stipend Option

The District reached out to WHA Insurance and Special Districts, each entity didn't see any problems with the proposed addendum.

➔ **MOTION:** Rob Underwood moved to approve the addendum to the fire chief's contract. Jeff Hoxsey seconded the motion.

Motion carries as follows.

AYES Underwood, Barry, Blaschka, Stewart, Hoxsey

NAYS

Improvements/Remodel to HQ Fire Station

Tabled until next meeting.

Change in Fees to Transient Public with the District

Tabled until next meeting.

Annexation

A writ has been filed with Josephine County Court.

8.0 NEW BUSINESS

9.0 ANNOUNCEMENT

10.0 ITEMS TO BE ON NEXT AGENDA

11.0 ADJOURNMENT

Rob Underwood adjourned the meeting at 5:44 pm.

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

Minutes Submitted by Tallie Jackson
Administration Chief

Approved By:



Board Secretary / Treasurer

01/15/24

Date

