

AGENDA

APPLEGATE FIRE DISTRICT BOARD OF DIRECTORS MEETING

May 21, 2025 – 4pm

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

- **CALL TO ORDER**
- **ROLL CALL**
- **RECESS BOARD MEETING TO ENTER INTO BUDGET MEETING – RECONVENE FOLLOWING BUDGET MEETING**
- **SPEAKERS AND GUESTS**
- **REVIEW THE MINUTES FROM PREVIOUS MEETINGS**
 - April 16, 2025 Regular Board Meeting
- **FISCAL REPORT**
 - Disbursement Voucher
 - Financial Reports
- **FIRE CHIEF’S REPORT**
 - Deputy Chief Report
 - Maintenance Officer Report
 - Fire Marshal Report
 - Retention & Recruitment Coordinator Report
- **OLD BUSINESS**
 - Policy Manual
 - Annexation – Tabled until July
 - Comprehensive Billing – Tabled until June
 - Improvements/Remodel to HQ Fire Station
 - Job Positions - Exempt/Non Exempt
- **NEW BUSINESS**
 - Agreement Between Applegate Fire District and Jackson County Fire District #3
 - Duty Officer Compensation
- **ANNOUNCEMENTS**
 - Long time former volunteer Richard Goodnough passed away April 20th. Brick has been ordered for flag pole at Sta.51
- **ITEMS TO BE ON THE NEXT AGENDA**
- **ADJOURNMENT**

APPLEGATE VALLEY RFPD #9 BOARD OF DIRECTORS MEETING MINUTES

April 16, 2025

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 Doug Stewart

ABSENT:

Vice President Julie Barry, Director Jeff Hoxsey

OTHER STAFF & INVITED SPEAKERS: Chris Wolfard (*Fire Chief*), Dave Blakely (*Deputy Chief*), Tallie Jackson (*Admin Chief*), McKenzie Turnbull (*Logistics Chief*)

The Board meeting was recessed at 4:01 pm to enter into the Budget Committee meeting.

The Board meeting reconvened at 4:32 pm

3.0 SPEAKERS AND GUESTS

Heather Glass, Williams Board President

4.0 REVIEW OF MINUTES FROM PREVIOUS MEETING

The minutes of the March 19, 2025 Board meeting were reviewed and approved as written.

- **MOTION:** Mike Blaschka moved to approve the March 19, 2025 Board minutes as written. Rob Underwood seconded the motion.

Motion carries as follows.

AYES Underwood, Blaschka, Stewart

NAYS

5.0 FISCAL REPORT

Disbursement Voucher:

The Board discussed the high electric bill at Station 54. McKenzie will monitor if turning the block heaters off will make a difference.

- **MOTION:** Doug Stewart moved to approve the March 2025 expenditures as presented in the amount \$201,143.84. Rob Underwood seconded the motion.

Motion carries as follows.

AYES Underwood, Blaschka, Stewart

NAYS

The Financial Report review:

No noted concern.

- **MOTION:** Rob Underwood moved to accept the March 2025 financials as presented. Doug Stewart seconded the motion.

Motion carries as follows.

AYES Underwood, Blaschka, Stewart

NAYS

6.0 FIRE CHIEF'S REPORT

Chief Wolfard provided legislative update report to the Board and an update on grants

Chief Wolfard informed the Board that he is watching the bid for a water tender from Medford.

Deputy Chief Report

Chief Blakely reported monthly stats and notable events.

Rob Underwood expressed his concern for personnel texting and driving.

Maintenance Officer Report

Chief Turnbull highlighted routine maintenance and the new Type 3 engine passed pump test.

Fire Marshal Report

The Fire Marshal report was provided.

Recruitment & Retention Report

7.0 OLD BUSINESS

Policy Manual Review

Annexation – Tabled until July

Comprehensive Billing – Tabled Until June

Improvements/Remodel to HQ Fire Station

Chief Wolfard, Chief Blakely and Chief Mulhollen met with the PIER grant committee for the additional bay at station 51 as well as a fuels grant. The committee is meeting May 6th to make final decisions.

Job Positions – Exempt/Non-Exempt

Chief Wolfard is still working on responding to HR Answers questions.

8.0 NEW BUSINESS

Discussion with Williams Fire Board of Directors

Chief Wolfard requested the Board to set up a meeting with Williams Board to discuss options for the future of Williams fire chief. Heather Glass will present the option to the Williams Board at the next meeting.

→ **MOTION:** Rob Underwood moved to have Chief Wolfard set up a work session between the two boards to discuss functional consolidation.

Motion carries as follows.

AYES Underwood, Blaschka, Stewart

NAYS

9.0 ANNOUNCEMENT

- Easter Egg Party, April 17th, 6pm
- Community Connection @ Wooldridge Creek Winery April 30th, 5 to 7pm
- Pancake Breakfast, May 17th, 8:30am

10.0 ITEMS TO BE ON NEXT AGENDA

11.0 ADJOURNMENT

Rob Underwood adjourned the meeting at 5:55 pm.

The next scheduled regular Board meeting will be held Wednesday May 21, 2025 @ 4 pm. Training Building 1095 Upper Applegate Rd.

Minutes Submitted by Tallie Jackson
Administration Chief

Approved By:

Board Secretary / Treasurer

Date

Applegate Valley Fire District Disbursement Voucher

	Date	Name	Memo	Account	Paid Amount
Apr 25					
	04/01/2025	Impact EMS Training	EMT Course	100611 · VOLUNTEER PROGRAMS	3,300.00
	04/01/2025	HOME DEPOT	Awnings	100648 · BLDG REPAIR & MAINTENANC	677.69
	04/02/2025	AMAZON	Ink	100604 · OFFICE SUPPLIES	83.97
	04/02/2025	STAMPS	Stamps	100605 · POSTAGE & FREIGHT	19.99
	04/02/2025	AMAZON	Easter Eggs	100623 · Volunteer Recruitment & Retent.	32.98
	04/03/2025	SPECIAL DISTRICTS INSURANCE SER		100512 · MEDICAL INSURANCE	30,441.75
	04/03/2025	OREGON DEPT. OF REVENUE	0504325-9	100515 · WORKERS COMP	207.10
	04/03/2025	MES Service Company	1/4 Zips	100517 · UNIFORM ALLOWANCE	329.53
	04/03/2025	Apple App Store	Microsoft 365	100606 · DUES & SUBSCRIPTIONS	9.99
	04/03/2025	ALSCO	ShopTowels	100607 · LAUNDRY, CLEANING & TRASI	147.42
	04/03/2025	SOUTHERN OREGON SANITATION, INC	Sta.1	100607 · LAUNDRY, CLEANING & TRASI	62.54
	04/03/2025	EMERGENCY COMMUNICATIONS OF SC	2025 1st Qtr	100615 · DISPATCH SERVICE	13,404.63
	04/03/2025	STANDARD INSURANCE	POLICY #00 619026 0001	100619 · INSURANCE	238.62
	04/03/2025	Carson	200 Gal HQ	100660 · GAS	719.08
	04/03/2025	Carson	131 Gal HQ	100644 · DIESEL	441.51
	04/03/2025	PACIFIC POWER	STA.1	100645 · ELECTRICITY	686.77
	04/03/2025	PACIFIC POWER	STA. 2	100645 · ELECTRICITY	65.53
	04/03/2025	PACIFIC POWER	HQ /SHOP	100645 · ELECTRICITY	863.93
	04/03/2025	PACIFIC POWER	STA 4	100645 · ELECTRICITY	321.83
	04/03/2025	PACIFIC POWER	STA 5 / MOBILE	100645 · ELECTRICITY	412.19
	04/03/2025	PACIFIC POWER	STA 6	100645 · ELECTRICITY	49.26
	04/03/2025	PACIFIC POWER	STA 7	100645 · ELECTRICITY	278.85
	04/03/2025	PACIFIC POWER	TRAINING CTR	100645 · ELECTRICITY	536.53
	04/03/2025	ACE HARDWARE	Wee&Feed	100647 · GROUNDS MAINTENANCE	68.99
	04/03/2025	Bowers, Daniel	Sta.55 Fence	100647 · GROUNDS MAINTENANCE	1,600.00
	04/03/2025	ACE HARDWARE	Salt, Shelving	100648 · BLDG REPAIR & MAINTENANC	135.89
	04/03/2025	Bowers, Daniel	Water Heater Installation	100648 · BLDG REPAIR & MAINTENANC	510.00
	04/03/2025	NAPA AUTO PARTS	Battery Sta.57	100648 · BLDG REPAIR & MAINTENANC	114.57
	04/03/2025	NAPA AUTO PARTS	Tie Downs, Brake Cleaner. Gas Can	100660 · EQUIPMENT REPAIR & MAINTI	154.94
	04/03/2025	Pomp's Tire Service, Inc	Cargo Trailer Tire	100660 · EQUIPMENT REPAIR & MAINTI	138.15
	04/03/2025	ROGUE COMMUNITY COLLEGE	Winter Term	100670 · COLLEGE PROGRAM	8,750.00
	04/03/2025	NAPA AUTO PARTS	Battery	100660 · Flatbed Truck	169.59
	04/03/2025	NAPA AUTO PARTS	Lights	100660 · CR53 - 2002 F450	20.52
	04/03/2025	Pomp's Tire Service, Inc	Tire	100660 · E51 2009 HME	503.31
	04/03/2025	CrossFit the Den	Quarterly Payment Crossfit Instructor	100621 · Health & Wellness	3,375.00
	04/03/2025	TSI Incorporated	Porta Count Annual Service	100661 · Equipment Testing & Cert.	1,480.82

Applegate Valley Fire District Disbursement Voucher

Date	Name	Memo	Account	Paid Amount
04/04/2025		Direct Deposit	100501 · FIRE CHIEF	4,494.00
04/04/2025		Direct Deposit	100502 · OPERATIONS CHIEF	3,630.37
04/04/2025		Direct Deposit	100503 · LOGISTICS CHIEF	3,018.23
04/04/2025		Direct Deposit	100504 · ADMIN CHIEF	3,111.58
04/04/2025		Direct Deposit	100507 · SHIFT SUPERVISOR #2	2,561.65
04/04/2025		Direct Deposit	100649 · TELEPHONE / INTERNET	42.50
04/04/2025		Direct Deposit	100649 · TELEPHONE / INTERNET	42.50
04/04/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	900.00
04/04/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	1,296.00
04/04/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	2,376.00
04/04/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	432.00
04/04/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	216.00
04/04/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	864.00
04/04/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	432.00
04/04/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	1,296.00
04/04/2025		Direct Deposit	100505 · SEASONAL FIREFIGHTER	1,656.00
04/04/2025	VARIOUS EMPLOYEES	Direct Deposit	100520 · FICA	877.87
04/04/2025	VARIOUS EMPLOYEES	Direct Deposit	100520 · MEDICARE	755.29
04/04/2025		Direct Deposit	100506 · SHIFT SUPERVISOR #1	2,250.37
04/04/2025		Direct Deposit	100508 · SHIFT SUPERVISOR #3	2,493.43
04/04/2025		Direct Deposit	100509 · EXTRA STAFF/SHIFT COVERAC	80.00
04/04/2025		Direct Deposit	100510 · Fuels Reduction Specialist	1,080.00
04/04/2025		Direct Deposit	100510 · Fuels Reduction Specialist	1,600.00
04/04/2025		Direct Deposit	100518 · COVERAGE OVERTIME	731.52
04/04/2025		Direct Deposit	100518 · COVERAGE OVERTIME	593.33
04/04/2025		Direct Deposit	100518 · COVERAGE OVERTIME	1,405.35
04/04/2025		Direct Deposit	100518 · COVERAGE OVERTIME	240.55
04/04/2025	HRA VEBA	Direct Deposit	100522 · OREGON SAVINGS GROWTH PI	799.32
04/04/2025		Direct Deposit	100514 · Vehicle Stipend	550.00
04/04/2025		Direct Deposit	100531 · Shift Firefighter	2,086.09
04/04/2025		Direct Deposit	100531 · Shift Firefighter	2,163.83
04/04/2025		Direct Deposit	100532 · Fire Marshal	2,754.66
04/04/2025		Direct Deposit	100533 · Recruitment & Retent. Coord.	264.00
04/04/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
04/04/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
04/04/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
04/04/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08

Applegate Valley Fire District Disbursement Voucher

Date	Name	Memo	Account	Paid Amount
04/04/2025	HRA VEBA	Direct Deposit	100511 · HRA VEBA	991.76
04/05/2025	Open AI	ChatGPT	100606 · DUES & SUBSCRIPTIONS	20.00
04/05/2025	ADOBE SYSTEMS	Adobe Acrobat Subscription	100606 · DUES & SUBSCRIPTIONS	19.99
04/05/2025	Starlink	Internet	100649 · TELEPHONE / INTERNET	50.00
04/05/2025	RUCH HARDWARE	Hydraulic Oil	100660 · Excavator	74.99
04/09/2025	Blue Fish	Working Lunch	100608 · ADMINISTRATIVE EXPENSE	73.85
04/09/2025	Mile Adventist Academy	Tracked Wheelbarrow	100690 · GRANT EXPENDITURES	1,500.00
04/10/2025	Provolt County Store	Team Teaching Lunch	100609 · FIRE PREVENTION	54.00
04/10/2025	AMAZON	Cable Locks	100660 · EQUIPMENT REPAIR & MAINTENANCE	29.06
04/11/2025	PERS	Account# 2664	100513 · PERS	17,145.77
04/14/2025	CHEVRON	Fuel C56	100644 · GAS	90.88
04/14/2025	Appliance and Mower Center	Lawnmower Repair	100647 · GROUNDS MAINTENANCE	148.48
04/14/2025	HOME DEPOT	Lawn Mower	100647 · GROUNDS MAINTENANCE	649.00
04/14/2025	AMAZON	Weed Spray	100647 · GROUNDS MAINTENANCE	157.99
04/14/2025	WAL MART	Stair Stepper	100621 · Health & Wellness	1,858.99
04/15/2025	Apple App Store	Microsoft 365	100606 · DUES & SUBSCRIPTIONS	9.99
04/15/2025	AMAZON	Fuse Meter	100660 · TOOLS	30.52
04/15/2025	AMAZON	Diesel Kleen	100660 · WT53 - 2006 FREIGHTLINER	26.99
04/16/2025	MICROSOFT	Email Exchange	100606 · DUES & SUBSCRIPTIONS	100.80
04/16/2025	AMAZON	Garden Hose	100647 · GROUNDS MAINTENANCE	51.98
04/16/2025	AMAZON	Spray Paint, Saw, Blades	100660 · EQUIPMENT REPAIR & MAINTENANCE	181.81
04/17/2025	MES Service Company	Class B Shirts, Pants	100517 · UNIFORM ALLOWANCE	3,792.00
04/17/2025	ROGUE DISPOSAL & RECYCLING INC	Sharps Container & Disposal	100603 · MEDICAL SUPPLIES	116.27
04/17/2025	OFFICE DEPOT	Office Supplies	100604 · OFFICE SUPPLIES	93.35
04/17/2025	ROGUE DISPOSAL & RECYCLING INC	Sta. 53	100607 · LAUNDRY, CLEANING & TRASH	229.12
04/17/2025	ALSCO	ShopTowels	100607 · LAUNDRY, CLEANING & TRASH	147.42
04/17/2025	AMAZON	Cleaning Supplies	100607 · LAUNDRY, CLEANING & TRASH	472.11
04/17/2025	SWANSON, TALESE	CPR Cards	100610 · INSTRUCTION & TRAINING	26.00
04/17/2025	COURIER PUBLISHING COMPANY	Budget Meeting Notice	100618 · ELECTIONS & LEGAL PUB.	113.70
04/17/2025	Carson	149 Gal HQ	100644 · GAS	542.61
04/17/2025	Carson	171 Gal HQ	100644 · DIESEL	566.96
04/17/2025	Carson	100 Gal Sta.1	100644 · DIESEL	337.12
04/17/2025	McMASTER-CARR SUPPLY COMPANY	Screws	100646 · DRAFT SITE CONST & REPAIR	92.19
04/17/2025	FIELDS HOME IMPROVEMENT CNTR	Landscape Tools	100647 · GROUNDS MAINTENANCE	145.94
04/17/2025	Max Mobile Storage	Move Storage Container	100648 · BLDG REPAIR & MAINTENANCE	400.00
04/17/2025	Welburn Electric, Inc.	70 amp Circuit for SCBA Compressor	100648 · BLDG REPAIR & MAINTENANCE	1,650.00
04/17/2025	FIELDS HOME IMPROVEMENT CNTR	Post	100648 · BLDG REPAIR & MAINTENANCE	13.99

Applegate Valley Fire District Disbursement Voucher

Date	Name	Memo	Account	Paid Amount
04/17/2025	CHARTER COMMUNICATIONS	HQ, ST 5, ST2	100649 · TELEPHONE / INTERNET	267.23
04/17/2025	McMASTER-CARR SUPPLY COMPANY	Screws, Connectors	100660 · EQUIPMENT REPAIR & MAINTENANCE	200.55
04/17/2025	ROGUE DISPOSAL & RECYCLING INC	05-0011385-7	100690 · GRANT EXPENDITURES	126.80
04/17/2025	STAR 24 HOUR TOWING SERVICE	Tow	100608 · Flat Bed - 2001 F550	262.50
04/17/2025	Local Government Law Group P.C.		100617 · District Attorney	1,762.00
04/18/2025		Direct Deposit	100501 · FIRE CHIEF	4,494.00
04/18/2025		Direct Deposit	100502 · OPERATIONS CHIEF	3,630.37
04/18/2025		Direct Deposit	100503 · LOGISTICS CHIEF	3,018.23
04/18/2025		Direct Deposit	100504 · ADMIN CHIEF	3,111.58
04/18/2025		Direct Deposit	100507 · SHIFT SUPERVISOR #2	2,561.65
04/18/2025		Direct Deposit	100649 · TELEPHONE / INTERNET	42.50
04/18/2025		Direct Deposit	100649 · TELEPHONE / INTERNET	42.50
04/18/2025		Direct Deposit	100608 · Payroll Expenses	125.29
04/18/2025	VARIOUS EMPLOYEES	Direct Deposit	100520 · FICA	95.48
04/18/2025	VARIOUS EMPLOYEES	Direct Deposit	100520 · MEDICARE	599.64
04/18/2025		Direct Deposit	100506 · SHIFT SUPERVISOR #1	2,250.37
04/18/2025		Direct Deposit	100508 · SHIFT SUPERVISOR #3	2,493.43
04/18/2025		Direct Deposit	100510 · Fuels Reduction Specialist	540.00
04/18/2025		Direct Deposit	100510 · Fuels Reduction Specialist	1,000.00
04/18/2025		Direct Deposit	100518 · COVERAGE OVERTIME	87.90
04/18/2025		Direct Deposit	100518 · COVERAGE OVERTIME	894.91
04/18/2025		Direct Deposit	100518 · COVERAGE OVERTIME	262.53
04/18/2025		Direct Deposit	100518 · COVERAGE OVERTIME	76.20
04/18/2025		Direct Deposit	100518 · COVERAGE OVERTIME	763.40
04/18/2025		Direct Deposit	100518 · COVERAGE OVERTIME	84.90
04/18/2025	OREGON SAVINGS GROWTH PLAN	Direct Deposit	100522 · OREGON SAVINGS GROWTH PLAN	803.44
04/18/2025		Direct Deposit	100506 · FLSA OT SHIFT SUP #1	284.48
04/18/2025		Direct Deposit	100507 · FLSA OT SHIFT SUP #2	323.96
04/18/2025		Direct Deposit	100514 · Vehicle Stipend	550.00
04/18/2025		Direct Deposit	100531 · Shift Firefighter	2,437.39
04/18/2025		Direct Deposit	100531 · Shift Firefighter	1,748.82
04/18/2025		Direct Deposit	100532 · Fire Marshal	2,754.66
04/18/2025		Direct Deposit	100534 · EMS Grant Apprentice	2,121.08
04/18/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
04/18/2025		Direct Deposit	100534 · EMS Grant Apprentice	1,883.08
04/18/2025		Direct Deposit	100534 · EMS Grant Apprentice	2,121.08
04/18/2025	HRA VEBA	Direct Deposit	100511 · HRA VEBA	991.62

Applegate Valley Fire District Disbursement Voucher

Date	Name	Memo	Account	Paid Amount
04/20/2025	Rogue Sushi	Easter Event Lunch	100623 · Volunteer Recruitment & Retent.	62.00
04/21/2025	Gotomeeting.com	Meeting Conference	100606 · DUES & SUBSCRIPTIONS	5.00
04/22/2025	HOME DEPOT	Tool Chest for Medical Supplies	100603 · MEDICAL SUPPLIES	572.20
04/22/2025	WAL MART	Dishwasher Detergent	100607 · LAUNDRY, CLEANING & TRASI	88.97
04/22/2025	HOME DEPOT	OSB	100610 · INSTRUCTION & TRAINING	520.50
04/22/2025	Medford Fabrication	Pipe Repair	100660 · E51 2009 HME	258.75
04/24/2025	Fire Department Coffee	Coffee	100602 · MISC. SUPPLIES	125.98
04/24/2025	Jacksons	Fuel C56	100644 · GAS	70.90
04/25/2025	PERS	Account# 2664	100513 · PERS	10,931.22
04/26/2025	Apple App Store	Microsoft 365	100606 · DUES & SUBSCRIPTIONS	9.99
04/26/2025	Apple App Store	Voice Recorder & Notes	100606 · DUES & SUBSCRIPTIONS	99.99
04/27/2025	AMAZON	Cleaning Supplies	100607 · LAUNDRY, CLEANING & TRASI	23.58
04/27/2025	Hulu	Sta.51	100649 · TELEPHONE / INTERNET	82.99
04/28/2025	Canva	Annual Subscription	100606 · DUES & SUBSCRIPTIONS	149.90
04/28/2025	Cook Crane Corporation	Conex Box Placement	100610 · INSTRUCTION & TRAINING	2,625.00
04/29/2025	OREGON EMPLOYMENT DEPARTMENT	Unemployment	100516 · UNEMPLOYMENT	66.44
04/29/2025	Tops & Tees LLC	T-shirts	100517 · UNIFORM ALLOWANCE	968.50
04/29/2025	The Emblem Authority	Patch	100517 · UNIFORM ALLOWANCE	75.00
04/29/2025	MES Service Company	1/4 Zips, Class B Shirts	100517 · UNIFORM ALLOWANCE	699.50
04/29/2025	NiceBadge	Name Plates	100517 · UNIFORM ALLOWANCE	115.00
04/29/2025	WAL MART	Storage Bins	100602 · MISC. SUPPLIES	38.88
04/29/2025	BOUND TREE MEDICAL	Medical Supplies	100603 · MEDICAL SUPPLIES	984.74
04/29/2025	SOUTHERN OREGON SANITATION, INC	Sta.1	100607 · LAUNDRY, CLEANING & TRASI	62.54
04/29/2025	BIO-MED	Background Checks	100608 · ADMINISTRATIVE EXPENSE	36.00
04/29/2025	SPECIAL DISTRICTS INSURANCE SER	EAP	100619 · INSURANCE	234.78
04/29/2025	STANDARD INSURANCE	POLICY #00 619026 0001	100619 · INSURANCE	52.38
04/29/2025	WILSON-HEIRGOOD ASSOCIATES	Volunteer AD&D	100619 · INSURANCE	1,846.00
04/29/2025	WILSON-HEIRGOOD ASSOCIATES	Career AD&D	100619 · INSURANCE	1,935.00
04/29/2025	Carson	167 Gal HQ	100644 · GAS	584.21
04/29/2025	Carson	212 Gal HQ	100644 · DIESEL	680.72
04/29/2025	PACIFIC POWER	STA.1	100645 · ELECTRICITY	612.48
04/29/2025	PACIFIC POWER	STA. 2	100645 · ELECTRICITY	75.34
04/29/2025	PACIFIC POWER	HQ /SHOP	100645 · ELECTRICITY	807.81
04/29/2025	PACIFIC POWER	STA 4	100645 · ELECTRICITY	296.08
04/29/2025	PACIFIC POWER	STA 5 / MOBILE	100645 · ELECTRICITY	223.64
04/29/2025	PACIFIC POWER	STA 6	100645 · ELECTRICITY	47.38
04/29/2025	PACIFIC POWER	STA 7	100645 · ELECTRICITY	231.63

Applegate Valley Fire District Disbursement Voucher

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
04/29/2025	PACIFIC POWER	TRAINING CTR	100645 · ELECTRICITY	401.84
04/29/2025	JACKSON COUNTY FIRE DISTRICT #5	Cargo Containers	100648 · BLDG REPAIR & MAINTENANC	4,000.00
04/29/2025	Hunter Communications	Internet / Phone HQ, Sta.1	100649 · TELEPHONE / INTERNET	687.79
04/29/2025	Ziply Fiber		100649 · TELEPHONE / INTERNET	188.86
04/29/2025	L N CURTIS & SONS	Compressor Service	100661 · Equipment Testing & Cert.	2,169.20
04/29/2025	TRUE NORTH	Valve	100660 · E53 - Menlo 2007 Pierce	636.15
04/30/2025	ROGUE TRANSFER & RECYCLING	Dump Fee	100607 · LAUNDRY, CLEANING & TRASI	77.60
04/30/2025	BANK CHARGES	Service Charge	100608 · ADMINISTRATIVE EXPENSE	0.10
04/30/2025	BELLA UNION	NWYC Lunch	100608 · ADMINISTRATIVE EXPENSE	151.80
04/30/2025	CHEVRON	Fuel C56	100644 · GAS	93.54
				<u><u>238,390.41</u></u>

Apr 25

Applegate Valley Fire District

Balance Sheet

	Apr 30, 25	Mar 31, 25	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
100103 · CASH WITH TREASURER			
103.1 · GOVERNMENT POOL	2,191,264.14	2,357,593.35	-166,329.21
103.2 · CAPITAL PROJECTS FUND	552,060.83	549,981.45	2,079.38
103.5 · ROGUE CREDIT UNION	62,235.59	81,566.88	-19,331.29
Total 100103 · CASH WITH TREASUR...	2,805,560.56	2,989,141.68	-183,581.12
Total Checking/Savings	2,805,560.56	2,989,141.68	-183,581.12
Other Current Assets			
100105 · PETTY CASH	289.48	228.47	61.01
Total Other Current Assets	289.48	228.47	61.01
Total Current Assets	2,805,850.04	2,989,370.15	-183,520.11
TOTAL ASSETS	2,805,850.04	2,989,370.15	-183,520.11
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
100261 · AVFD Master Card	10,894.26	11,540.06	-645.80
100262 · Rogue Credit Card		20.08	-20.08
Total Credit Cards	10,894.26	11,560.14	-665.88
Other Current Liabilities			
2102 · Payroll Liabilities	647.86	1,883.83	-1,235.97
Total Other Current Liabilities	647.86	1,883.83	-1,235.97
Total Current Liabilities	11,542.12	13,443.97	-1,901.85
Total Liabilities	11,542.12	13,443.97	-1,901.85
Equity			
3000 · FUND BAL - GENERAL FUND	1,515,241.46	1,515,241.46	
3002 · FUND BAL -CAPITAL PROJECTS...	572,212.37	572,212.37	
3900 · RETAINED EARNINGS	508,460.77	508,460.77	
Net Income	198,393.32	380,011.58	-181,618.26
Total Equity	2,794,307.92	2,975,926.18	-181,618.26
TOTAL LIABILITIES & EQUITY	2,805,850.04	2,989,370.15	-183,520.11

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT #9
1095 UPPER APPELGADE ROAD
JACKSONVILLE, OR 97530

BALANCE SHEET
April 30, 2025

	ACCT.#	3/31/2025	DEPOSITS	WITHDRAWS	4/30/2025	
GENERAL POOL ACCOUNT	100103.1	2,357,593.35	18,670.89	185,000.10	2,191,264.14	
CAPITAL PROJECTS ACCOUNT	100103.2	549,981.45	2,079.38	0.00	552,060.83	
ROGUE CREDIT UNION	100103.4	81,566.88	220,960.87	240,292.16	62,235.59	
PETTY CASH	100105	228.47	1,161.01	1,100.00	289.48	
TOTAL CHECKING/SAVINGS		2,989,370.15	242,872.15	426,392.26	2,805,850.04	
TOTAL ASSETS						2,805,850.04
LIABILITIES						
CREDIT CARDS PAYABLE	100260				10,894.26	
PAYROLL WITHHOLDING	100315				0.00	
PAYROLL LIABILITIES					647.86	
TOTAL LIABILITIES					11,542.12	
EQUITY						
GENERAL FUND					2,023,702.23	
CAPITAL PROJECTS FUND					572,212.37	
Net Income					198,393.32	
TOTAL EQUITY					2,794,307.92	
TOTAL LIABILITIES & EQUITY						2,805,850.04

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2025
83% OF THE BUDGET YEAR IS OVER
100% OF THE BUDGETED REVENUE HAS BEEN RECEIVED
55% OF THE BUDGET HAS BEEN SPENT

RESOURCES	Account Number	Annual Budget	Current Month	Year To Date	% of Budget	Remaining Balance
Current Tax Jackson Co.	100401	1,737,890.00	6,532.65	1,687,853.76	97.12	50,036.24
Delinquent Tax Jackson Co.	100402	43,250.00	1,694.76	35,388.65	81.82	7,861.35
Current Tax Josephine Co.	100405	243,110.00	1,549.52	232,830.90	95.77	10,279.10
Delinquent Tax Josephine Co.	100406	8,750.00	307.19	6,434.00	73.53	2,316.00
Total Taxes		2,033,000.00	10,084.12	1,962,507.31	96.53	70,492.69
Net Working Capital		1,919,400.00		2,042,292.54	106.40	-122,892.54
Fire Suppression Fees	100421	5,000.00	0.00	83,658.81	1,673.18	-78,658.81
Response Billing	100422	0.00	0.00	3,261.98	3,261.98	-3,261.98
Transfer from Capital	100440	0.00	0.00	0.00	0.00	0.00
Donations	100441	10,000.00	60.00	10,585.34	105.85	-585.34
Grants	100445.1	451,000.00	34,208.47	427,386.26	94.76	23,613.74
Landowner Contributions	100446	0.00	0.00	0.00	0.00	0.00
Interest Earned	100450	60,000.00	8,589.17	87,643.08	146.07	-27,643.08
Misc. Income	100471	10,000.00	0.00	15,368.90	153.69	-5,368.90
Rents	100471.2	8,400.00	650.00	4,900.00	58.33	3,500.00
Sale of Assets	100484	0.00	1,101.01	1,101.01	1,101.01	-1,101.01
Total Other Resources		544,400.00	44,608.65	633,905.38	116.44	-212,397.92
TOTAL RESOURCES		2,577,400.00	54,692.77	2,596,412.69	100.74	-141,905.23

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2025

GENERAL FUND

	Account	Annual	Current	Year To	% Of	Remaining
	Number	Budget	Month	Date	Budget	Balance
Fire Chief	100501	117,000.00	8,988.00	94,374.00	80.66	22,626.00
Operations Chief	100502	92,500.00	7,260.74	71,736.41	77.55	20,763.59
Logistics Chief	100503	78,000.00	6,036.46	62,748.98	80.45	15,251.02
Administration Chief	100504	81,000.00	6,223.16	65,343.18	80.67	15,656.82
Seasonal Firefighters	100505	140,000.00	9,468.00	123,205.50	88.00	16,794.50
Shift Personnel #1	100506	64,000.00	4,785.22	49,249.12	76.95	14,750.88
Shift Personnel #2	100507	71,000.00	5,447.26	56,616.72	79.74	14,383.28
Shift Personnel #3	100508	69,000.00	4,986.86	54,571.99	79.09	14,428.01
Extra Staff/Shift Coverage	100509	20,000.00	80.00	10,925.00	54.63	9,075.00
Fuels Reduction Specialist	100510	83,000.00	4,220.00	33,489.00	40.35	49,511.00
HRA VEBA	100511	24,000.00	1,983.38	19,692.13	82.05	4,307.87
Medical Insurance	100512	350,000.00	30,441.75	302,476.44	86.42	47,523.56
PERS	100513	275,000.00	28,076.99	238,849.55	86.85	36,150.45
Vehicle Stipend	100514	5,500.00	1,100.00	3,300.00	60.00	2,200.00
Workers Comp. Insurance	100515	40,000.00	207.10	67,020.01	167.55	-27,020.01
Unemployment	100516	8,000.00	66.44	1,313.22	16.42	6,686.78
Uniform Allowance	100517	20,000.00	5,979.53	22,519.29	112.60	-2,519.29
Coverage Overtime	100518.1	30,000.00	5,140.59	38,083.92	126.95	-8,083.92
Reimbursable Overtime	100518.2	60,000.00	0.00	93,839.67	156.40	-33,839.67
Payroll Taxes (FICA & Medicare)	100520	40,000.00	2,328.28	32,719.10	81.80	7,280.90
Oregon Growth Plan	100521.1	18,500.00	1,602.76	17,555.29	94.89	944.71
Length of Service	100525	8,500.00	0.00	8,500.00	100.00	0.00
Benefit Sell Back	100528	4,000.00	0.00	3,672.20	91.81	327.80
OSFM Firefighters	100531	118,000.00	8,436.13	90,925.18	77.06	27,074.82
OSFM Fire Marshal	100532	69,000.00	5,509.32	57,352.02	83.12	11,647.98
Recruitment & Retention Coord.	100533	25,000.00	264.00	16,812.00	67.25	8,188.00
EMS Grant Apprentice	100534	200,000.00	15,540.64	166,108.56	83.05	33,891.44
Medical Reimbursement	100599	5,000.00	0.00	2,471.00	49.42	2,529.00
TOTAL PERSONNEL SERVICES		2,116,000.00	164,172.61	1,805,469.48	85.32	310,530.52

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLEGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2025

GENERAL FUND

	Account	Annual	Current	Year To	% Of	Remaining
	Number	Budget	Month	Date	Budget	Balance
MATERIAL & SERVICES						
Technical Rescue Equipment	100600	5,100.00	0.00	4,769.52	93.52	330.48
Radio Repair & Maint.	100601	7,500.00	0.00	5,110.34	68.14	2,389.66
Miscellaneous Supplies	100602	9,500.00	164.86	5,240.51	55.16	4,259.49
Medical Supplies	100603	20,000.00	1,673.21	10,054.95	50.27	9,945.05
Office Supplies	100604	3,500.00	177.32	3,474.99	99.29	25.01
Postage & Freight	100605	4,000.00	19.99	1,633.25	40.83	2,366.75
Dues & Subscriptions	100606	7,500.00	425.65	7,519.80	100.26	-19.80
Laundry, Cleaning & Trash	100607	12,000.00	1,311.30	11,407.21	95.06	592.79
Administrative Expenses	100608	20,000.00	387.04	9,159.53	45.80	10,840.47
Reimbursable Fire Expenses	100608.2	5,000.00	0.00	1,858.91	37.18	3,141.09
Fire Prevention	100609	10,000.00	54.00	11,255.32	112.55	-1,255.32
Instruction & Training	100610	20,000.00	3,171.50	13,286.18	66.43	6,713.82
Volunteer Programs	100611	40,000.00	3,300.00	4,755.34	11.89	35,244.66
EMT Physician Advisor	100613	2,200.00	0.00	1,875.00	85.23	325.00
Dispatch Service - ECSO	100615	55,000.00	13,404.63	54,658.66	99.38	341.34
Professional Fees	100617	24,000.00	0.00	56,865.55	370.08	-64,819.62
Board Attorney	100617		0.00	0.00		
District Attorney	100617		1,762.00	31,954.07		
Elections & Legal Publication	100618	2,500.00	113.70	113.70	4.55	2,386.30
District Insurance- General	100619	60,000.00	4,306.78	58,033.12	96.72	1,966.88
Health and Wellness	100621	16,500.00	5,233.99	15,421.54	93.46	1,078.46
Office Equipment/Furnishings	100622	10,000.00	0.00	2,556.58	25.57	7,443.42
Vol. Recruitment & Retention	100623	8,000.00	94.98	1,121.07	14.01	6,878.93
Board Training	100627	5,000.00	0.00	0.00	0.00	5,000.00
Information Technology	100628	30,000.00	0.00	28,182.95	93.94	1,817.05
Fire Equipment	100636	25,000.00	0.00	15,533.35	62.13	9,466.65
PPE	100637	28,000.00	0.00	23,358.19	83.42	4,641.81
Vehicle Gas & Oil	100644	50,000.00	4,127.53	36,625.03	73.25	13,374.97
Electricity	100645	38,000.00	5,911.09	33,217.72	87.42	4,782.28
Draft Site Const. & Repair	100646	5,000.00	92.19	8,492.73	169.85	-3,492.73
Grounds Maintenance	100647	12,000.00	2,822.38	16,486.06	137.38	-4,486.06
Building Repair & Maint.	100648	30,000.00	7,502.14	24,841.56	82.81	5,158.44
Telephone	100649	30,000.00	1,446.87	18,920.97	63.07	11,079.03
Equipment Rental	100651	1,000.00	0.00	74.75	7.48	925.25
Equipment Repair & Maint.	100660	58,000.00	2,687.83	51,953.64	89.58	6,046.36
Equipment Testing & Certification	100661	17,500.00	3,650.02	13,924.24	79.57	3,575.76
College/Student Program	100670	40,000.00	8,750.00	17,639.99	44.10	22,360.01
Grant Expenditures	100690	0.00	1,626.80	6,107.05	0.00	-6,107.05
TOTAL MATERIALS & SERVICES		711,800.00	74,217.80	575,529.30	80.86	136,270.70

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2025

GENERAL FUND

	Account Number	Annual Budget	Current Month	Year To Date	% Of Budget	Remaining Balance
CAPITAL OUTLAY						
Station Construction Projects	100711	20,000.00	0.00	20,000.00	0.00	0.00
Office Machines	100735	5,500.00	0.00	5,494.76	99.90	5.24
New Fire Equipment	100736	14,000.00	0.00	0.00	0.00	14,000.00
Equipment Acquisition	100738	130,000.00	0.00	77,791.05	59.84	52,208.95
Capital Grant Expenditures	100740	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY		169,500.00	0.00	103,285.81	60.94	66,214.19
Contingency	100795	190,000.00	0.00	5,500.00	2.89	184,500.00
Transfers to Capital Projects Fun	100805	0.00	0.00	0.00	0.00	0.00
Unappropriated Ending Balance		1,315,000.00	0.00	0.00	0.00	1,315,000.00
TOTAL REQUIREMENTS		4,502,300.00	238,390.41	2,484,284.59	55.18	2,012,515.41
TOTAL RESOURCES			54,692.77	2,596,412.69		
TOTAL REQUIREMENTS			-238,390.41	-2,484,284.59		
ENDING FUND BALANCE			-183,697.64	112,128.10		
Beginning Fund Balance		2,042,292.54	6/30/2024			
Excess Rev/Exp		112,128.10				
Ending Fund Balance		2,154,420.64				

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9
1095 UPPER APPLGATE RD.
JACKSONVILLE, OR, 97530
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET VERSUS ACTUAL COMPARISON
April 30, 2025

CAPITAL PROJECTS FUND

	Account	ANNUAL	CURRENT	YEAR-TO	%-OF	REMAINING
	Number	BUDGET	MONTH	DATE	BUDGET	BALANCE
RESOURCES						
NET WORKING CAPITAL		526,000.00				
TRANSFER FROM GENERAL	240441	0.00	0.00	0.00	0.00	0.00
INTEREST	200450	20,000.00	2079.38	22,220.46	111.10	-2,220.46
TOTAL RESOURCES		20,000.00	2,079.38	22,220.46	111.10	-2,220.46
REQUIREMENTS						
PROJECT PURCHASE	240760	0.00	0.00	0.00	0.00	0.00
TRANSFER TO GENERAL	100440	0.00	0.00	0.00	0.00	0.00
BANK SERVICE CHARGE	200201	0	0.00	0.00	0.00	0.00
TOTAL REQUIREMENTS		0.00	0.00	0.00	0.00	0.00
TOTAL RESOURCES		20,000.00	2,079.38	22,220.46		
TOTAL REQUIREMENTS		0.00	0.00	0.00		
RESERVE FOR FUTURE EXPENDITURES		20,000.00	2,079.38	22,220.46		
Beginning Fund Balance	3002	529,839.02	6/30/2024			
RESERVED FOR FUTURE EXP		22,220.46				
Ending Fund Balance		552,059.48				

APPLEGATE VALLEY RURAL FIRE PROTECTION DISTRICT # 9



APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

Fire Chief's Report

April 2025

- Community Connection at Wooldridge Creek Winery
- 2025 Oregon Legislative Session
 - Oregon Fire Service Day May 15, 2025
- Met with Senator Merkley's local Field Rep and Aide from DC
- ISO Review
 - Obtained Type 1 Engine from Rural Metro
 - Added 3rd Story to Training Structure
- Sold 2004 Trailblazer
- Radio Infrastructure Project
- 2025/26 Budget Presentation
- Health Insurance Meeting with Staff
- Grant Requests Awaiting Decisions
 - AFG
 - \$50k for FF Training, PPE, and Portable Radios
 - \$900k for two Type 1 Engines
 - Re-Oregon Planning, Infrastructure, & Economic Revitalization (PIER)
 - **\$600K for Station 51 Expansion – PENDING AWARD**
 - **\$578K for Mulchers and Fuels Work – PENDING AWARD**
 - ~~OSFM Hazardous Materials Emergency Preparedness grant~~
 - ~~\$109k for SCBAs, Bottles, and Masks-DENIED~~
 - ~~Arthur Dubs Foundation~~
 - ~~\$25k for a small pickup for our Student/Apprentice Programs~~
- Cost Recovery Billing



APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

Deputy Chief's Report

April 2025

Monthly Statistics

- 48 Incidents
- 5 Overlapping Incidents, 7.34% of total incidents
- 8 Mutual/Auto Aid Incidents; 16.67% of total incidents
- See attached report

Notable Events

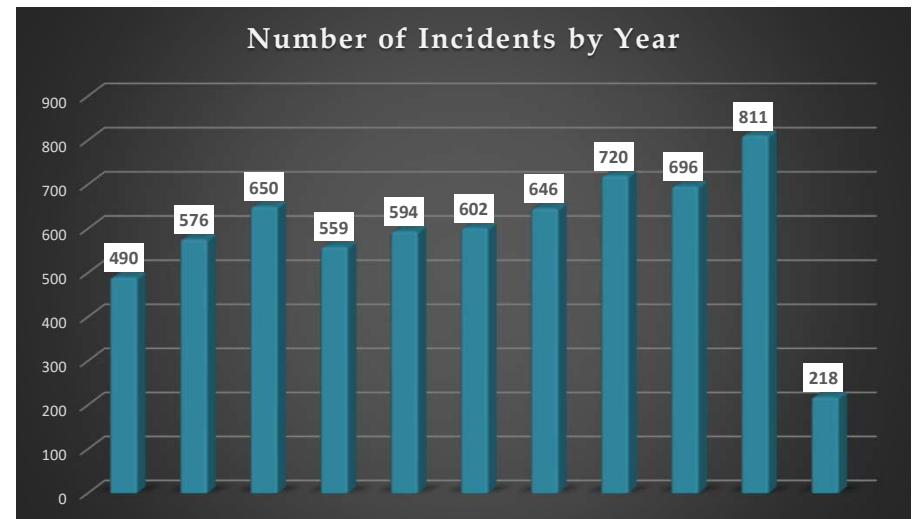
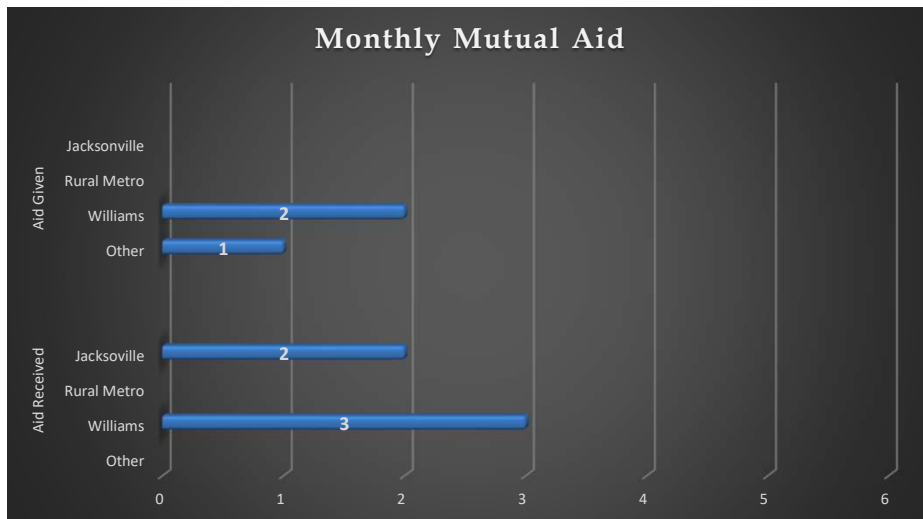
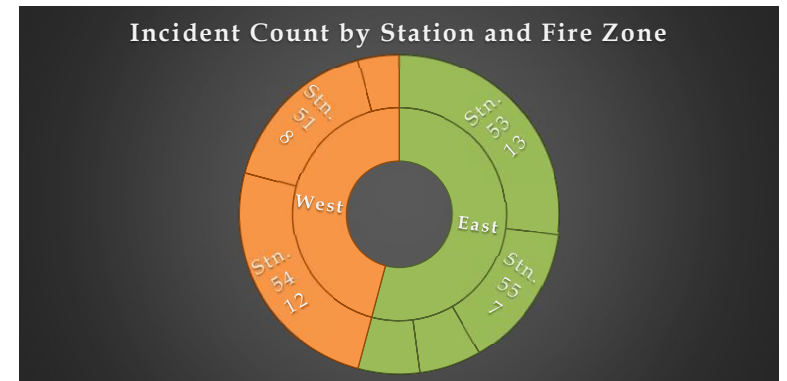
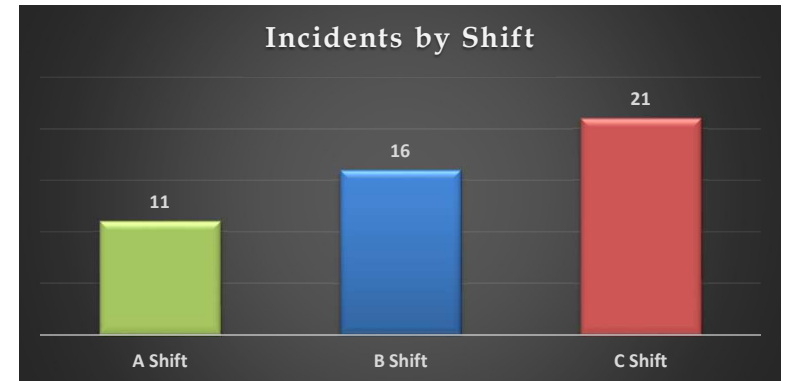
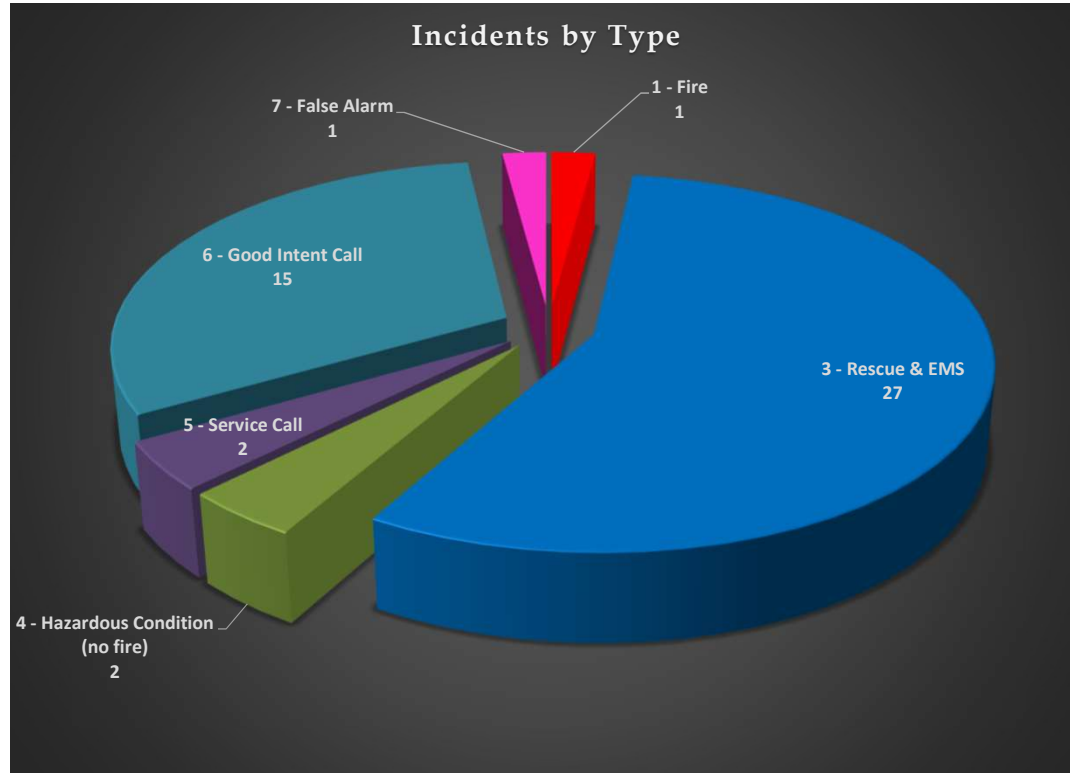
- Completed imaging on HB 51, the new Type 3 engine.
- Completed design work on the new District patch.
- Extended job offers to seven (7) Seasonal Firefighters.
- Added a third story to container city in preparation for ISO evaluation.

Summary of Activities

- Assisted Klamath County Fire District #1 with their assessment center for their recruitment of a Deputy Chief of Operations.
- Met with Fire District 3 and Fire District 5 to discuss regionalization of volunteer programs. How do we reduce redundancy in recruiting and how can we all benefit from sharing volunteers?
- Captain Howell coordinated a well-attended EMS skills day for our upcoming re-licensure of EMT's.
- Purchased and placed in service four (4) Flex Alert station alerting pucks for use at Station 51.
- Spring cleaning occurred at Station 53. Personnel cleaned and organized the storage bay in the training building, shop mezzanine, and drill grounds; it looks great!
- Personnel have been working on reducing our EMS supply inventory, creating space for a clean room for PPE storage next to the apparatus bay at Station 53. Huge shoutout to Captain Howell for leading the charge on the progress of this project!

PROUDLY SERVING
The Applegate Valley

Alarm Statistics - April 2025





APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

Maintenance Report

April 2025

- Equipment
 - Serviced B51, C56, WT51, C56, C55.
 - E51 had Crosslay plumbing repaired had crack on weld. Pipe is stainless steel had Medford Fabrication reweld pipe joint. They also inspected repair by x-ray to insure proper penetration and additional cracks.
 - Repaired transmission wiring harness on C56. Had code for low hydraulic psi transmission.
 - E51 Alignment to correct oversteer condition. Performed by Leonardo Truck Repair.
 - Support 50 prepped for sale removed code lighting radios and chargers. Removed imaging.
 - Installed radio in new Type III. Also cleaned wiring in center compartment. Installed chargers for flashlight and ran fuse panel for cab electrical accessories.
 - Water Tender Project
 - Tank, PTO, and Pump Installed by Leonardo's and has been returned.
 - Water Tanks at Stations 52, 53, 57, & 55 – replaced valves, etc. Ready for filling.
 - All other repairs minor.
- Facilities and Grounds
 - Cleaned shop storage area above shop.

Other

Helped shuttle used Type I from Rural Metro fleet shop to HQ.

Applegate Fire District
Board of Directors Agenda Item

Date: May 13, 2025

To: Board of Directors

From: Fire Chief Chris Wolfard

Agenda Subject: Agreement Between Applegate Fire District and Jackson County Fire District #3

Overview of Agenda Subject:

Staff is proposing that Applegate Fire District enter into an agreement with Jackson County Fire District #3 to utilize their Recruitment and Retention Coordinator (RRC) services. Instead of filling our vacant part-time RRC position, we would contract with District #3's experienced RRC.

District #3's RRC has demonstrated high performance and consistent results. This proposal is based on the premise that leveraging existing expertise from a neighboring district would be more efficient and productive than independently filling the position. The vacant RRC position at Applegate is currently funded by a SAFER grant through June 2027.

Agenda Subject Brief Background:

Applegate Valley Fire District has maintained a part-time Recruitment and Retention Coordinator position funded by a SAFER grant. However, instead of hiring to fill this vacancy, staff recommends partnering with Jackson County Fire District #3.

The RRC from District #3 is well-established, highly experienced, and has a track record of successful recruitment and retention outcomes. By entering into this partnership, Applegate would benefit from proven recruitment strategies while maintaining financial responsibility by reallocating existing grant funds.

Recommendation:

Staff recommends that the Board authorize the Fire Chief to negotiate an agreement with Jackson County Fire District #3 for RRC services and to bring a draft agreement back to the Board for final approval and ratification.

Agenda Subject Supporting Documentation/Attachments (specific reference documents):

Applegate Fire District
Board of Directors Agenda Item

Date: May 13, 2025

To: Board of Directors

From: Fire Chief Chris Wolfard

Agenda Subject: Duty Officer Compensation

Overview of Agenda Subject:

The purpose of this agenda item is to initiate discussions regarding potential compensation for duty officers who serve rotational assignments during fire season. Duty officers are required to remain available to respond to significant incidents within the district during designated rotation periods, which extend beyond regular business hours. The objective is to evaluate feasible compensation structures to recognize the additional time commitment and operational readiness required during these rotations.

Agenda Subject Brief Background:

Currently, the district assigns duty officers to cover after-hours emergency response needs during fire season, typically on a week-long rotation. These rotations place additional demands on officers, requiring them to be prepared to respond immediately to significant incidents outside of regular working hours. However, no formal compensation structure exists to acknowledge this increased commitment.

To address this gap, the district seeks to explore viable compensation options, examples include:

- **Stipend Pay:** A fixed amount paid for each duty officer rotation, compensating for the extended availability requirement.
- **Standby Pay:** An hourly rate for designated standby hours outside regular business hours, recognizing the obligation to remain in a state of readiness.
- **Paid Time Off (PTO):** Accrued time off as compensation for duty officer rotations, allowing officers to take time off in recognition of their additional service.
- **Compensatory Time:** Offering time off in lieu of pay for hours spent on duty outside of standard work schedules.
- **Response-Based Incentive:** Additional pay for each significant call or incident response that occurs during the duty officer rotation.

Recommendation:

It is recommended that the Board appoint two members to work with staff to explore potential compensation models for duty officers during fire season. This workgroup will assess current practices, review compensation structures from similar districts, and develop a set of recommendations. The proposed compensation options, along with their financial and operational implications, will be brought back to the full Board for discussion and, ideally, a decision at a subsequent meeting.

Agenda Subject Supporting Documentation/Attachments (specific reference documents):