

**Board of Directors  
Minutes**

**Regular Meeting**

**June 30, 2009**

Pursuant to the proper public notice, a regular meeting of the Board of Directors of Klamath County Fire District No. 1 was held at The Center for Occupational Health, 2621 Crosby Ave., Klamath Falls, OR 97603

**Members Present:** Gloria Storey, President  
Alan Scott, Vice President  
Rod Green, Secretary-Treasurer  
Mike Harrigan, Director  
Rich Schuster, Director

**Members Absent:**

**1. Call Meeting to Order**

President Storey called the meeting to order at 7:00PM.

**2. Pledge of Allegiance**

President Storey led the Board and attendees in the Pledge of Allegiance.

**3. Approval of Agenda**

President Storey added Executive Session under ORS 192.660 (2) (a) to the end of the agenda. A motion to approve the amended agenda was made by Vice President Scott, seconded by Secretary-Treasurer Green, carried unanimously

**4. Public Hearings**

**a. Proposed Supplemental Budget for Fiscal Year 2008-2009**

President Storey asked if the Board understood what the Supplemental Budget was for. The Board had no questions.

**b. Proposed Budget for Fiscal Year for 2009-2010**

Phil Hull corrected the proposed budget for the Station Reserve Fund for Fiscal Year 2009-2010 to reflect the effect of the 2008-2009 Supplemental Budget. The Board had no questions.

**5. Public Comment**

There were no public comments.

**6. Financial Reports**

**a. May 2009 Report**

Phil Hull presented the financial report for May 2009. He commented that the 2008-2009 budget for fuel was high due to fuel prices at the time of budgeting. Currently, we are under 50% expended in both fuel funds. He then continued on to the General Fund Summary. As of May 31, 2009, the District has received \$7,181,350 in fund revenue, which is 101%. Expenditures are at \$6,571,142, or 82.8%. The Ambulance Fund Revenue is at \$1,470,654, or 93.7% and expenditures are at \$1,722,224, or 78.9%. Phil checked on June 30<sup>th</sup> and the District will actually come in over budget on the revenue side.

Phil continued through the detailed breakdown. Suppression expenditures are at 84.3%, Prevention is at 74.3%, Administration is at 83.8%, Training is at 69.8%, and Hazardous Materials is at 69.3%. President Storey asked why Training Tuition/Registration was over budget, as well as Lodging. Phil will check into these and provide President Storey with details. After the report, by Director Harrigan made a motion to accept the financial reports for May 2009, seconded by Director Schuster, carried unanimously.

## **7. Action Items**

### **a. Resolution 09-06 – Adopting Supplemental Budget for Fiscal Year 2008-2009**

Secretary-Treasurer Green made a motion to read Resolution 09-06 by title only, seconded by Vice President Scott, carried unanimously. Stacy Brainard read Resolution 09-06 by Title only. This is a resolution adopting the Supplemental Station Reserve Fund Budget in the amount of \$159,307.50 for Fiscal Year 2008-2009 for Klamath County Fire District No. 1. Director Schuster made a motion to adopt Resolution 09-06, seconded by Secretary-Treasurer Green, carried unanimously.

### **b. Resolution 09-03 – Adopting Fiscal Year 2009-2010 budget, appropriating expenditures, imposing and categorizing the tax**

Director Harrigan made a motion to read Resolution 09-03 by title only, seconded by Secretary-Treasurer Green, carried unanimously. Stacy Brainard read Resolution 09-03 by Title only. This is a Resolution to adopt the budget for fiscal year 2009-2010 in the amount of \$10,939,220. Director Harrigan made a motion to adopt Resolution 09-03, seconded by Director Schuster, carried unanimously. Director Harrigan made a motion to impose the Tax rate of \$2.8822 per \$1,000, seconded by Director Schuster, carried unanimously.

### **c. Resolution 09-04 – Establishing Ambulance Rates for Fiscal Year 2009-2010**

Secretary-Treasurer Green made a motion to read Resolution 09-04 by title only, seconded by Director Schuster, carried unanimously. Stacy Brainard read Resolution 09-04 by Title only. This is a resolution establishing Ambulance Rates for Fiscal Year 2009-2010. Secretary-Treasurer Green made a motion to adopt Resolution 09-04, seconded by Director Schuster, carried unanimously.

### **d. Resolution 09-05 – Establishing FireMed Rates for Fiscal Year 2009-2010**

Vice President Scott made a motion to read Resolution 09-05 by title only, seconded by Director Schuster, carried unanimously. Stacy Brainard read Resolution 09-05 by Title only. This is a resolution authorizing the membership rates for Klamath County Fire District No. 1 FireMed Ground Ambulance Membership Program effective August 1, 2009. Director Harrigan made a motion to adopt Resolution 09-05, seconded by Director Schuster, carried unanimously.

### **e. Approval to submit A.R.R.A. Assistance to Firefighter Grant Fire Station Construction application**

Chief Wenzel requested the Board of Director's approval to submit an A.R.R.A Assistance to Firefighter Grant Fire Station Construction application. This grant would partially fund the rebuilding of Station 3 at its present location, with the addition of the apparatus and crews from Station 1. Director Harrigan made a motion to approve the submission of an A.R.R.A. Assistance to Firefighter Grant Fire Station Construction grant, seconded by Director Schuster, carried unanimously.

**f. Approval of the May 19<sup>th</sup> Regular Meeting Minutes**

Vice President Scott made a motion to approve the minutes, seconded by Director Harrigan, carried unanimously.

**g. Approval of the May 26<sup>th</sup> Special Meeting Minutes**

Director Harrigan made a motion to approve the minutes, seconded by Vice President Scott, carried unanimously.

**h. Approval of the June 2<sup>nd</sup> Special Meeting Minutes**

Director Schuster made a motion to approve the minutes, seconded by Vice President Scott, carried unanimously.

**i. Approval of the June 22<sup>nd</sup> Special Meeting Minutes**

Vice President Scott made a motion to approve the minutes, seconded by Director Schuster, carried unanimously.

**j. Ratification of May 2009 Bills**

At this time, Secretary-Treasurer Green declared a conflict of interest and did abstain from voting on the ratification of May 2009 bills. Vice President Scott asked about the payment to Basin Immediate Care. Chief Spradley reported that this was for the District's annual physicals. Director Schuster asked if the District had looked into the District's insurance supplementing these exams. Chief Spradley reported that he had and presently the District insurance would not cover these. Chief Spradley reported that the Insurance Committee would be looking into this. Director Schuster asked what the check to US Bank is for. President Storey commented that this is the check for all of the VISA bills. A motion was made for ratification of the May 2009 bills by Vice President Scott, seconded by Director Harrigan, carried unanimously, with one abstention.

**8. Informational Reports**

**Administration**

**a. May 2009 Web Site Statistics**

Chief Wenzel reviewed the May 2009 web site statistics with the Board. Chief Wenzel encouraged the Board to visit the web site to view the hiring documents that are posted. President Storey commented on how nice the web site looks and how things are kept up to date.

**b. July Chief Officers and Duty Chiefs schedules**

The Board was presented with the Chief Officer and Duty Chief schedules for July.

**c. Thank you letters**

The Board reviewed the thank you letters received by the District.

**d. June Fire Chief's Community Activity Memo**

Chief Wenzel presented his community activity memo for the past month. President Storey asked who received their 25-year pin on June 29<sup>th</sup>. Chief Wenzel commented that it was for Ken Bulkley, which also happened to be his last day with the District.

Director Schuster asked if the District is planning on meeting with the sheriff's office regarding the 60-day notice for the Wocus Road station. Chief Wenzel will follow-up on this and report back to the Board. The District is currently invoicing the Sherriff's office for the costs incurred by this station.

**e. Other reports of the Fire Chief**

Chief Wenzel had no other reports.

**Operations**

**a. Incident Activity through May 31, 2009**

Chief Spradley reviewed the incident activity report for the responses made through May 31, 2009. Currently, the District is running about 10% less than last year. This could be due to the economy or weather.

**b. June Operations Chief Community Activity Memo**

Chief Spradley presented his community activity report for the month. President Storey asked about the citizen questions on the budget format/process on June 2<sup>nd</sup>. Chief Spradley reported that he had responded to a citizen who was not familiar with our budgeting format and reporting process. President Storey also asked about the SAIF claim from the previous employee on June 22<sup>nd</sup>. Chief Spradley commented that this was a hearing claim for someone who has been out of the District since 1992 or so.

Chief Spradley also reported that he has been working with the Running Y Ranch regarding a bill received our annual Station 5 Backflow Prevention Device testing. Chief Spradley had agreed to let the Running Y maintenance people run those tests, but the billing did not reflect the agreement that was made. Chief Spradley was able to receive a reduction.

**Training/Ambulance**

**a. June Training Calendar**

The Board reviewed the Training Calendar for the month of June.

**b. May Training Statistics**

Chief Keady presented the Training statistics for the month of May.

**c. June Training Chief Community Activity Memo**

Chief Keady reviewed his monthly community activity memo.

**d. EMS Billing Reports**

President Storey commented that the last time she saw Chief Keady, he showed her some graphs that she thinks would be very interesting to the Board and she would like him to bring them to the next meeting. Chief Keady commented that these graphs will help the District with preventative measures in the future.

President Storey asked about Chief Keady's presentation on DMV registrations. Chief Keady reported that he presented an idea for a stable funding source for EMS in the State of Oregon. He has been able to speak to the Oregon Fire and Medical Administrators and the Oregon Fire Chiefs Association Board of Directors meeting and will be speaking to the Oregon State Ambulance Association presenting the same idea. The funding would be based on \$10 per vehicle registration in the State of Oregon to fund EMS in Oregon. This would fund about a quarter of the County's Emergency Medical Services budget. President Storey had some recommendations of other people/groups that Chief Keady should speak with.

President Storey also asked about Chief Keady's discussion with the Physician Advisor. She asked if there were any issues the Board should be concerned about. Chief Keady reported that the Standing Orders are looking at being updated for the year; it is just standard administrative things.

Chief Keady also reported that there are currently three paramedic interns who riding in the field with our paramedics. They will ride along for about a month and a half as part of their college. He also reported that the Billing Clerks were very excited that they reached \$1.5 million in revenue this fiscal year. President Storey asked if the ambulance billing collection agency is doing their job. Chief Keady reported that he checks on this regularly and they are doing what we are asking them to do. He is currently researching other options for collections.

**Prevention**

**a. June Fire Marshal Community Activity Memo**

Chief Kenworthy presented his community activity memo. President Storey asked about the elevators at Klamath Union High School. Chief Kenworthy reported that a new program at the high school requires the disabled students to use the library on the third floor. The city has received a grant to install an elevator. This could benefit our personnel in a situation of having to remove a patient from the third floor.

President Storey reported that she received a letter from the auditor that the District used last year will not be doing these types of audits anymore. She received a letter from a company out of Eugene who is interested in doing our audit. She will turn it over to Phil for a report at the next meeting.

**9. Swearing In of Newly Re-elected Directors**

Vice President Scott made a motion to table this item until the July meeting, seconded by Director Schuster, carried unanimously.

**10. Adjourn**

The Board adjourned to Executive Session at 7:50PM under section 192.660 (2) (a) Employment of Public Officers, Employees, and Agents. The Board of Directors did not reconvene to regular session.

**The next regularly scheduled meeting of the Klamath County Fire District No. 1 Board of Directors will be at The Center for Occupational Health, 2621 Crosby Ave., on Tuesday, July 21, 2009 at 7:00 PM.**

**BOARD MEMBERS SIGNATURES**

\_\_\_\_\_  
**PRESIDENT**

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**VICE-PRESIDENT**

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**SECRETARY / TREASURER**

\_\_\_\_\_  
**DIRECTOR**

\_\_\_\_\_  
**DIRECTOR**