

**Board of Directors  
Minutes**

**Regular Meeting**

**September 18, 2012**

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 Central Fire Station, 143 N Broad Street, Klamath Falls, OR 97601.

**Members Present:** Gloria Storey, President  
Bill Gourley, Vice President  
Rod Green, Secretary-Treasurer  
Mike Jones, Director  
Tom Ludlow, Director

**Members Absent:** None

**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 the Agenda**

President Storey commented that the date on the original published agenda said September 19, 2012. The amended agenda with the correct date had been published. In addition, she removed Executive Session under section 192.660 (2) (b) Discipline of Public Officers and Employees. Vice President Gourley made a motion to approve the amended agenda, seconded by Secretary-Treasurer Green, carried unanimously.

**4. Public Comment**

There were no public comments.

**5. Financial Reports**

**a. August 2012 Report**

Phil Hull presented the August 2012 Financial Report. He indicated that we are currently 17% of the way through the fiscal year. Overall Revenue is at 4.4% and Expenditures are at 15.9%. He continued through the report. Vice President Gourley voiced his concern for the overtime being at 87.4%. Overall, Operations is at 16.7%, Prevention is at 17.4%, Administration is at 12.8%, Training is at 3.7%, and Hazardous Materials is at 11.2%. Vice President Gourley made a motion to accept the August 2012 Financial Report, seconded by Secretary-Treasurer Green, carried unanimously.

**6. Action Items**

**a. Resolution 12-07 Authorizing the Fire Chief to initiate bank account changes for the Local Government Investment Pool Accounts**

Vice President Gourley made a motion to read Resolution 12-07 by title only, seconded by Director Jones, carried unanimously. Stacy Brainard read the Resolution title. This is a Resolution authorizing the Fire Chief to initiate bank account information changes for the Local Government Investment Pool Accounts. Vice President Gourley made a motion to accept Resolution 12-07, seconded by Secretary-Treasurer Green, carried unanimously.

**b. Appointment of a Board member to the Foundation Board of Trustees**

President Storey made a motion to appoint Director Mike Jones to the Foundation Board of Trustees, seconded by Vice President Gourley, carried unanimously.

**c. Approval of the February 21<sup>st</sup> Regular Meeting Minutes**

Secretary-Treasurer Green made a motion to approve the minutes, seconded by Director Ludlow, carried unanimously.

**d. Approval of the May 15<sup>th</sup> Regular Meeting Minutes**

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

**e. Approval of the August 21<sup>st</sup> Regular Meeting Minutes**

Vice President Gourley made a motion to approve the minutes, seconded by Secretary-Treasurer Green, carried unanimously.

**f. Ratification of the August 2012 Bills**

Secretary-Treasurer Green made a motion to ratify the August 2012 bills, seconded by Vice President Gourley, carried unanimously.

**7. Informational Reports**

**Administration**

**a. Update on the A.R.R.A. Fire Station Construction Grant**

Chief Wenzel gave a summary of the status of the Station 3 construction project. Both buildings have been completely demolished and the basement of the annex has been filled in. The foundation work is happening on the site. The paving of the driveway has been completed. The Board had several questions on Project Manager Kenworthy's report, which Chief Wenzel was able to answer.

**b. August Web Site Statistics**

The Board reviewed the August 2012 web site statistics. The web site activity was up in August due to the Firefighter/EMT and Firefighter/Paramedic job postings.

**c. Thank You Letter(s) Received**

There were no thank you letters received over the last month.

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

Chief Wenzel reviewed his Board report. President Storey had a couple of questions regarding Chief Wenzel's report and he was able to clarify a few items.

President Storey asked that the Board begin receiving the Chief Officer's calendar in their envelopes.

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

Chief Wenzel had no other reports.

**Operations**

**a. Incident Activity through August 31, 2012**

The Board reviewed the incident activity through the month of August. President Storey asked about the increase in service calls. Chief Spradley indicated that some of those could have been from the storm in early August. The District responded that night to almost 40 calls for downed trees and power lines.

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

Chief Spradley presented his monthly report. He gave a brief overview of the Firefighter/EMT and Firefighter/Paramedic testing process. He also indicated that four people were given conditional offers of employment and are currently in the background phase of the process.

**Training/Ambulance**

**a. September Training Calendar**

The Board reviewed the September Training calendar.

**b. August 2012 Training Statistics**

The Board did not have any questions on the August training statistics.

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

Chief Keady presented his monthly activity report. President Storey had some questions regarding issues with the Rocky Point Ambulance. Chief Keady gave a brief explanation of the issues.

**d. August 2012 EMS Billing Reports**

Chief Keady and the Board reviewed the EMS Billing Reports. In addition to the usual report, he also included an Aging Summary report from the billing software.

**Prevention**

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

Chief Rice presented his monthly activity memo. The Board had a couple of questions and Chief Rice reported on a couple of the items.

**8. Adjourn**

The Board adjourned at 7:35pm to Executive Session.

**9. Executive Session:** *Under section 192.660 (2) (d) to conduct deliberations with the persons designated by the governing body to carry on labor negotiation, 192.660 (2) (e) to deliberate with persons designated by the governing body to negotiate real property transactions, 192.660 (2) (g) to discuss preliminary negotiations involving matters of trade or commerce, and 192.660 (2) (i) to conduct a performance evaluation of a public officer or employee.*

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 Central Fire Station, 143 N. Broad Street, Klamath Falls, OR 97601 on Tuesday, October 16, 2012 at 7:00 PM.**

**BOARD MEMBERS SIGNATURES**

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

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**VICE-PRESIDENT**

\_\_\_\_\_  
**SECRETARY / TREASURER**

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

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