

**Board of Directors
Minutes**

Regular Meeting

April 16, 2013

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
Tom Ludlow, Director
Mike Jones, 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 amended the agenda to reflect the Collective Bargaining Agreement is for July 1, 2012 to June 30, 2016. Secretary-Treasurer Green made a motion to approve the amended agenda, seconded by Director Jones, carried unanimously.

4. Public Comment

Steve Vincent, Oregon Regional Business Manager for Avista Utilities, presented the Board with a rebate check for \$8,588.00 for Energy Conservations projects during the remodel of Station 3. In addition to the rebate, he estimates that these projects will result in a \$4,000.00 a year savings in utility expenses.

5. Financial Reports

a. March 2013 Report

Phil Hull presented the March 2013 Financial Report. He reported that Revenue is at 88.2% and Expenditures are at 80.7%, with 75% of the Fiscal Year elapsed. He continued through the report, breaking down each Division. Operations is at 81.1% expended, Prevention is at 74%, Administration is at 79.3%, Training is at 42.9%, and Hazardous Materials is at 69.8%. The Board did not have any questions for Phil on this report. Secretary-Treasurer Green made a motion to accept the March 2013 Financial Report, seconded by Director Jones, carried unanimously.

6. Action Items

a. Board approval of Collective Bargaining Agreement for July 1, 2012 to June 30, 2016

The Board of Directors adjourned to Executive Session at 7:08pm under section 192.660 (2) (d) to conduct deliberations with the persons designated by the governing body to carry on labor negotiations.

The Board of Directors reconvened to Regular Session at 9:25pm.

Vice President Gourley made a motion to accept ratification of the Collective Bargaining Agreement for July 1, 2012 to June 30, 2016, seconded by Director Jones, carried unanimously.

b. Appointment of Budget Committee Member

President Storey reported that she and Director Ludlow met with Greg Williams, the applicant for the open Budget Committee position. They feel that he is highly qualified. Director Ludlow made a motion to appoint Greg Williams to the Budget Committee, seconded by Vice President Gourley, carried unanimously.

c. Approval of the March 19th Regular Meeting Minutes

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

d. Approval of the March 26th Special Meeting Minutes

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

e. Ratification of the March 2013 Bills

Vice President Gourley made a motion to ratify the March 2013 bills, seconded by Director Ludlow, carried unanimously.

7. Informational Reports

Administration

a. March Web Site Statistics

The Board reviewed the Web Site Statistics for the month of March.

b. Thank You Letter(s) Received

There were two Thank You letters received over the past month.

c. Fire Chief's Community Activity Memo

Chief Wenzel presented his monthly report. President Storey asked about the OFCA/WFCA committee meeting. Chief Wenzel indicated that this is planning for a joint conference that will take place in September of 2014.

d. Other reports of the Fire Chief

Chief Wenzel reported that he spoke with the Sheriff and the Commissioners still plan to address the property swap at their regularly scheduled meeting on May 14th.

President Storey would like to have "Old Business/New Business" added back to the agenda.

Operations

a. Incident Activity through March 31, 2013

The Board reviewed the Incident Activity through March 31st. Chief Spradley reported that the call volume has stabilized. He indicated that there were three or four structures fires over the past month. The Board did not have any specific questions on this report.

b. Operations Chief Community Activity Memo

Chief Spradley presented his monthly report. He reported that Captain's Examination process was completed on April 4th. Six candidates completed the process. The intention is to promote two Captains on May 1st. The final ranking came out with Cole Van Essen placing number one, Cory Curtis placing number two, Steve Leslie placing number three, Erick Bishop placing number four, Greg Cunningham placing number five, and Kyle Schultz placing number six.

Chief Spradley reported that the 1975 Water Tender has been successfully sold through surplus to a private party. The Fire District received \$6,500 for the tender.

Director Jones commented that his wife works at Pelican Point and the crews respond up there quite often. He has also been there several times when the crews have been called to assist. The staff there always comments about how professional the crews are and what a good job they do. He gave the example of when C-shift responded recently to a lady who had fallen off the curb and hurt her head pretty good. Not only did the crews take care of the patient, they also cleaned the area up before leaving. He wanted to pass along how professional they were. Battalion Chief Morehouse will pass this on to his crews.

Training/Ambulance

a. April Training Calendar

Chief Keady presented the Training Calendar for the month of April

b. March Training Statistics

The Board reviewed the training statistics for the previous month.

c. Training Chief Community Activity Memo

Chief Keady reviewed his Monthly Activity Memo. He is continuing to work on the CoGen contract. He also reported that the OFIA conference is April 25-27.

d. March EMS Billing Reports

The Board reviewed the March EMS Billing Reports. Chief Keady reported that the crews are currently having training on how to properly complete EMS reports. President Storey and Director Ludlow had several questions regarding the billing reports. Chief Keady will take their questions back to the Billers and the Finance Officer and get the answers for them.

Prevention

a. Fire Marshal Community Activity Memo

Fire Marshal Rice presented his monthly report. In addition, he included a report showing fire causes for the first quarter of 2013. He presented information from the DEQ showing follow-up from Notice of Violations issued by our crews on illegal burning activities.

8. Adjourn

The Board adjourned at 9:50pm.

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, May 21, 2013 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR