

**Board of Directors
Minutes**

Regular Meeting

February 19, 2014

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
Tom Ludlow, Secretary-Treasurer
Mike Jones, Director
Dennis Thomas, Director

Members Absent: Bill Gourley, Vice President

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

Secretary-Treasurer Ludlow made a motion to accept the agenda, seconded by Director Jones, carried unanimously.

4. Public Comments

There were no public comments.

5. Approval of Minutes

a. January 15th Regular Meeting Minutes

Director Jones made a motion to accept the minutes, seconded by Director Thomas, carried unanimously.

6. Financial Reports

a. January 2014 Report

Phil Hull presented the January financial report. He reported that the Fire District is currently 59% of the way through the Fiscal Year. Revenue is at 83.2% and Expenditures are at 58.9%. Phil broke down expenditures by each division. Currently, Operations is at 58.2%, Prevention is at 57.5%, Administration is at 58.2%, Training is at 28.0%, and Hazardous Materials is at 36.5%.

Secretary-Treasurer Ludlow asked Phil if he believed that the Fire District would collect the taxes that were budgeted for this fiscal year. Phil replied that there is no reason to believe the Fire District wouldn't collect them. Director Thomas made a motion to accept the January 2014 Financial Report, seconded by Secretary-Treasurer Ludlow, carried unanimously.

b. Ratification of January 2014 Bills

President Storey asked Chief Spradley about transport meals. Chief Spradley reported that the Standard Operating Guideline is currently under review regarding transports and meals. President Storey also asked about the repair bills for the ambulance. Chief Spradley responded to these questions as well. President Storey asked when Budget meetings would begin. Phil and Chief Spradley indicated these meetings would occur in April and/or May. Director Jones made a motion to accept the bills for January 2014, seconded by Secretary-Treasurer Ludlow, carried unanimously.

c. January EMS Billing Report

Chief Keady presented the January EMS Billing report. He gave an update on money being posted to accounts. Chief Keady and Phil discussed how deposits correspond between Ambulance Billing and Finance. Director Jones made a motion to accept the EMS Billing report, seconded by Secretary-Treasurer Ludlow, carried unanimously.

7. Old Business

There was no Old Business.

8. New Business

a. Schedule a Board Work Session to review revised Board Policies

The Board scheduled a work session on Thursday, April 3rd, from 1:00pm to 5:00pm to review the revised Board Policies.

b. Review of the Annual Report

Chief Spradley handed out the 2013 Annual Report. This report will also be available on the Fire District web site.

9. Informational Reports

Administration

a. January Web Site Statistics

The Board reviewed the January report.

b. Thank You Letter(s) Received

There were two thank you letters received over the last month.

c. Fire Chief's Community Activity Memo

Chief Spradley presented his monthly report. He gave a brief report on an OSHA Health Inspection that occurred. There were a few violations noted and he expects the fine to be around \$250. Chief Spradley delivered regular status letters to Firefighters Mauricci, Dickerson, Weems, and Tacchini who successfully completed their one-year probation. Chief Spradley also took a few minutes to visit with the crews at that time.

President Storey brought up the topic of the Directors visiting the fire stations. It was agreed that any Director is welcome in any fire station at any time. It would be beneficial to contact Fire Chief Spradley prior to the visit to ensure that the Directors won't be interrupting training or other scheduled activities.

d. Other reports of the Fire Chief

Chief Spradley reported that there was a meeting to get the Fire District Evaluation/Study started. He reported that Director Thomas and Director Jones attended, as well as representatives from Local 890.

Operations

a. Incident Activity through January 31, 2014

Total incidents are tracking exactly the same as this time last year.

Training/Ambulance

a. February Training Calendar

Chief Keady reviewed the February Training Calendar.

b. January Training Statistics

There were more "Actual" hours of training in January than were "Projected".

c. Training Chief Community Activity Memo

Chief Keady presented his monthly activity report. The Board did not have any questions on his report.

Prevention

a. Fire Marshal Community Activity Memo

Chief Rice reported that the Henley Elementary project is scheduled to break ground in April. He also reported that FedEx is putting up a new building out at the airport.

10. Adjourn to Executive session

The Board adjourned to Executive Session at 8:17pm.

11. Executive Session: *Under section 192.660 (2) (d) to conduct deliberations with the persons designated by the governing body to carry on labor negotiation, under section 192.660 (2) (e) real property transactions, and 192.660 (2) (h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.*

12. Reconvene to Regular Session

The Board of Directors reconvened at 9:00pm. President Storey called for a motion to approve the Memo of Understanding regarding Grievance 13-04, with the exception of item #6 regarding the 10% monthly interest fee, to be followed up on by Attorney Hedlund and Chief Spradley. Secretary-Treasurer Ludlow made a motion, seconded by Director Thomas, carried unanimously.

13. Adjourn

The Board adjourned at 9:00pm.

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 Wednesday, March 19, 2014 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR