

**Board of Directors
Minutes**

Regular Meeting

November 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.

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. Roll Call of Directors

Stacy Brainard took roll call of the Directors:

Members Present: Gloria Storey, President
Bill Gourley, Vice President
Dennis Thomas, Secretary-Treasurer
Mike Jones, Director
Tom Ludlow, Director

Members Absent: None

4. Approval of the Agenda

President Storey amended the agenda to include item 10.a Discussion of Christmas Gifts, and item 15. Reconvene to Regular Session. Vice President Gourley made a motion to approve the amended agenda, seconded by Director Jones, carried unanimously.

5. Public Comments

There were no public comments.

6. Public Hearing

a. Adopt Ordinance 14-01 Fees for Service

Vice President Gourley made a motion to read Ordinance 14-01 Fees for Service by title only, seconded by Secretary-Treasurer Thomas, carried unanimously. Stacy Brainard read the Ordinance by title only. This is an Ordinance to establish the amount of certain fees charged by Klamath County Fire District No. 1 for various services including but not limited to Emergency Medical Response, Highway Assistance, Suppression Billing, Firemed, Standby, Public Records, and Fire Prevention; and to provide the effective date hereof. There were no public comments during this hearing. Vice President Gourley made a motion to adopt Ordinance 14-01, seconded by Director Jones, carried unanimously.

7. Approval of Minutes

a. October 22nd Regular Session Minutes

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

8. Financial Reports

a. 2013-2014 Audit Report Presentation – Robert Moody

Robert Moody with TKW presented the 2013-2014 annual audit. This is the third year that TKW has conducted the Fire District No. 1 audit. Mr. Moody walked the Board through the audit, pointing out several items. He indicated that, beginning next year, the Fire District will have a different way of reporting their PERS liability in the budgeting process. It will not affect the liability of the Fire District in any way. Mr. Moody continued through the audit report. He pointed out that the Fire District has a positive fund balance, which is a step in the right direction from where the Fire District was last year. He commended the Fire District for working together and turning things around over the past year. The Board did not have any questions following Mr. Moody's report. Vice President Gourley made a motion to accept the 2013-2014 Audit Report, seconded by Secretary-Treasurer Thomas, carried unanimously.

b. October 2014 Report

Phil Hull reported that he is in the process of transferring over the Fire District's accounts to US Bank. This should be done in the next month or so. Phil continued through his monthly report. At 34% of the way through the fiscal year, the Revenue is at 10.3% and Expenditures are at 33.3%. President Storey clarified that the Battalion Chief's wages are shown under the Operations Division. Following Phil's report, Vice President Gourley made a motion to approve the October 2014 report, seconded by Director Jones, carried unanimously.

c. Ratification of October 2014 Bills

Vice President Gourley made a motion to ratify the October bills, seconded by Director Jones, carried unanimously.

d. October EMS Billing Report

Chief Keady presented the October EMS Billing report. He explained some new formatting changes to the report. The Board indicated that these changes meet the expectations they ask for at the previous meeting. Vice President Gourley made a motion to accept the October EMS Billing report, seconded by Director Jones, carried unanimously.

9. Old Business

a. Update on Fire District Evaluation

Chief Spradley reported that Emergency Services Consulting International has submitted their final Fire District evaluation. They will have a team here on Monday, November 24th at 9:00am to present this report to the Board of Directors. Each of the Board members has received a copy of this report to review prior to the presentation.

10. New Business

a. Board of Directors' Christmas Gifts

The Board discussed their annual Christmas gifts. There was a suggestion from Director Ludlow to skip these gifts in lieu of putting the money spent towards training for the employees. The Board decided that this would be a discussion more appropriate during the budgeting process.

11. Informational Reports

Administration

a. October Web Site Statistics

Chief Spradley reviewed the October statistics.

b. Thank You Letters

There was one thank you letter received over the last month.

c. Fire Chief's Community Activity Memo

The Board reviewed Chief Spradley's monthly activity report. He reported that he facilitated the Fire Defense Board writing a letter in support of having a State Deputy Fire Marshal position located in Klamath Falls again. Chief Spradley also participated as an evaluator in the hiring process for a new Chiloquin and Agency Lake RFPD Fire Chief. Fire District No. 1 will be submitting an Assistance to Firefighters Grant proposal to purchase mobile data terminals for all front line apparatus. Chief Spradley and Phil met with Linda Smith, the Klamath County Clerk, to discuss the options of moving forward with a levy/bond in 2015 for apparatus.

d. Other reports of the Fire Chief

Chief Spradley reported that the Wocus property was shown to a potential buyer this past month. This person has looked at it multiple times but is looking at rezoning the property.

Operations

a. Incident Activity through October 31, 2014

The trend on incident numbers running higher than this time last year continues.

Training/Ambulance

a. November Training Calendar

The Board reviewed the training calendar for November. Chief Keady reported that crews did some large animal rescue training with Shasta Veterinary clinic. In addition, crews were out the Co-Gen for annual training.

b. October Training Statistics

Actual training hours were higher than projected for the month of October.

c. Training Chief Community Activity Memo

Chief Keady presented his monthly activity report. He reported that he is working with Emergency AirLink regarding the interface with the new air ambulance service. He also gave a brief report on the success of the November 15th Burn to Learn on Homedale.

Prevention

a. Fire Marshal Community Activity Memo

Chief Rice presented his monthly activity report. He elaborated on several items on his report, including the Klamath Union High School renovation plan and the remodel for the new Sportsman's Warehouse.

12. Public Comment

There were no public comments.

13. Adjourn to Executive Session

The Board adjourned to Executive Session at 8:01pm.

14. Executive Session: Under section 192.660 (2) (d) to conduct deliberations with the persons designated by the governing body to carry on labor negotiation and under section 192.660 (2) (e) real property transactions.

15. Reconvene to Regular Session

The Board reconvened to Regular Session at 9:34pm. Vice President Gourley made a motion to ratify the Memorandum of Understanding regarding Klamath County Fire District No. 1 hiring EMS only positions, dated November 19, 2014, seconded by Director Jones, carried unanimously.

16. Adjourn

The Board adjourned at 9:36pm.

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, December 17, 2014 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR