

**Board of Directors
Minutes**

Regular Meeting

May 20, 2015

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

Fire Chief Spradley took roll call of the Directors:

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

Members Absent: Tom Ludlow, Director

4. Approval of the Agenda

President Storey added item 16. Reconvene to Regular Session. Vice President Gourley made a motion to approve the amended agenda, seconded by Secretary-Treasurer Thomas, carried unanimously.

5. Public Comments

There were no public comments.

6. Public Hearing

a. Ordinance 14-01 Fees for Service

Vice President Gourley made a motion to read the Ordinance by title only, seconded by Director Jones, carried unanimously. 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, Standbys, Public Records, and Fire Prevention, and to provide the effective date hereof. Chief Spradley reviewed the proposed increased rates under the Emergency Medical Response section. There were no public comments.

7. Presentation from AirLink regarding FireMed Membership Program – Josh Grossman

Josh Grossman from AirLink spoke to the Board regarding taking over the administration of the Fire District's FireMed program. AirLink successfully administers the FireMed program for several Central Oregon fire service agencies. They have the ability to reach a greater number of possible members and increase the membership sales. AirLink would receive 20% of the membership fee, and the Fire District would receive 80%. Mr. Grossman believes that the increase in membership would offset the 20% and

the Fire District would not see a decrease in revenue. The Board concurred that they would like to see a formal proposal from AirLink. In addition, the Board will consider increasing the FireMed rates during this transition.

8. Approval of Minutes

a. April 15th Regular Session Minutes

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

9. Financial Reports

a. April 2015 Report

Phil Hull presented the financial report for the month of April. He indicated that Revenue is at 94% and Expenditures are at 82.5% at 83% of the way through the fiscal year. Phil continued through the report, answering a few questions from the Board members. After reviewing the financial report, Vice President Gourley made a motion to approve the April report, seconded by Secretary-Treasurer Thomas, carried unanimously.

b. Ratification of April 2015 Bills

Secretary-Treasurer Thomas made a motion to ratify the April bills, seconded by Vice President Gourley, carried unanimously.

c. April EMS Billing Report

Chief Keady presented the April EMS Billing report. He reported that he believes EMS billing will come in at, or above, the budgeted projections for this fiscal year. Vice President Gourley made a motion to approve the EMS Billing report, seconded by Secretary-Treasurer Thomas, carried unanimously.

10. Old Business

a. Report on the Potential Levy

Chief Spradley gave an update on behalf of the Levy Project Team that met on May 4th and will meet again on May 21st. The team is working on a recommendation for the Board of Directors. Currently they are leaning towards a voter approved general obligation bond on the November ballot. This bond would go towards new ambulances and used fire engines. The various options at Station 1 are still be explored. ZCS Engineering is working on report regarding the design of Station 1 and the cost of a seismic retrofit/remodel.

11. New Business

a. Approval of Revised Ordinance 14-01 Fees for Service

Vice President Gourley made a motion to approve the Revised Ordinance 14-01 Fees for Service, seconded by Director Jones, carried unanimously

b. Authorization to sign an Annual Engagement Letter with TKW

Chief Spradley reported that the Fire District is in year three of the five year contract with TKW to conduct the Fire District annual audit. Vice President Gourley made a motion to authorize President Storey to sign the Annual Engagement Letter with TKW, seconded by Director Jones, carried unanimously

c. Insurance Committee Update

Chief Spradley reported that the Insurance Committee met approximately two weeks ago to review the presented annual renewal options. Regence, the Fire District's current carrier, came in with the lowest increase, at around 5%. While the committee was meeting, a quote from Providence was received electronically. Chief Spradley reported that he would like the committee to meet again and review the new quote from Providence. Currently the consensus of the Insurance committee was to continue with Regence, dependent on a more detailed review of the quote from Providence. He will schedule a follow-up meeting of the committee.

12. Informational Reports

Administration

a. April Web Site Statistics

The Board reviewed the Web Site Statistics. They also decided that, while this report is informative, there is no longer a reason to include it on the monthly Board agenda.

b. Thank You Letters Received

There were several thank you letters received over the past month.

c. Fire Chief's Community Activity Memo

Chief Spradley presented his monthly report. He commented on the Operation Prom Night that was held at Mazama High School on April 23rd. He commended Firefighter Leon Spiesschaert on another successful year.

d. Other reports of the Fire Chief

Chief Spradley reported that the Fire District has recently run a new hire process, and the candidates are currently in the background phase of the process. Chief Spradley, Chief Keady, and Chief Rice plan on attending Chief Holster's retirement on May 23rd. He is currently working on the Operation's Chief job posting. Captain Leslie has been successful in obtaining a generator for the Central Fire Station through a Federal program. Chief Keady gave a brief report on the partnership with Klamath Community College on a joint training center.

Operations

a. Incident Activity through April 30, 2015

Chief Spradley reported that call volume is at a 10.8% increase over this time last year.

Training/Ambulance

a. May Training Calendar

The Board reviewed the May training calendar.

b. April Training Statistics

The Board reviewed the April training hours.

c. Training Chief Community Activity Memo

Chief Keady reported that the HazMat Team is currently recruiting for new members. The Fire District is hoping to bring the required four week technician training to Klamath Falls in the fall.

Prevention

a. Fire Marshal Community Activity Memo

Chief Rice reported that there have been a few building remodels and reopenings. He also reported on a large fire at Superior Fence in later April. Chief Rice also reported that he has attended some meetings regarding the proposed campus style development that will be going in at the old West One Auto building.

13. Public Comment

There were no public comments.

14. Adjourn to Executive Session

Vice President Gourley made a motion to adjourn the Regular Board meeting, seconded by Secretary-Treasurer Thomas, carried unanimously. The Board adjourned to Executive Session at 8:35pm.

15. 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 under section 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.

16. Reconvene to Regular Session

The Board reconvened to Regular Session at 9:19pm. Director Jones made a motion to authorize Chief Spradley to work with Terry Nash with Coldwell Banker to negotiate on any offers made on the Wocus property, seconded by Secretary-Treasurer Thomas, carried unanimously.

Secretary-Treasurer Thomas made a motion to adjourn the Regular Board meeting, seconded by Director Jones, carried unanimously. The Board adjourned at 9:21pm.

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, June 17, 2015 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR