

**Board of Directors
Minutes**

Regular Meeting

July 15, 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

Vice President Gourley called the meeting to order at 7:00pm.

2. Pledge of Allegiance

Vice President Gourley led the Board and attendees in the Pledge of Allegiance.

3. Swearing In of Newly Elected Board of Directors

Elected Directors Gloria Storey, Mike Jones, and Gene Rogers were administered the Oath of Office by John Spradley, Fire Chief.

a. Election of Board of Director Officers

Bill Gourley nominated Gloria Storey for President, seconded by Dennis Thomas, carried unanimously. Gloria Storey nominated Bill Gourley for Vice President and Dennis Thomas for Secretary-Treasurer, seconded by Mike Jones, carried unanimously.

4. 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
Gene Rogers, Director

Members Absent: None

5. Approval of the Agenda

Fire Chief Spradley amended the agenda to move item 12a. Approval of the November 2015 Levy Message to 11b. and retitle it to Discussion of the November 2015 Levy. Vice President Gourley made a motion to accept the amended agenda, seconded by Director Jones, carried unanimously.

6. Public Comments

There were no public comments.

7. Public Hearing

a. Ordinance 14-01 Fees for Service

Vice President Gourley made a motion to read the Ordinance by title only, seconded by Secretary-Treasurer Thomas, 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 FireMed Fee Schedule section. There were no public comments.

8. Presentation regarding potential Joint Public Safety Training Center with KCC/OSU/OIT –

Daniel Leavell

Daniel Leavell, Assistant Professor of Forestry, Natural Resources, and Fire Science at Oregon State University, spoke to the Board of Directors regarding the Joint Public Safety Training Center. He is currently serving Klamath, Lake, and Harney counties in an extension capacity to assist the local communities. He talked about establishing a training facility, along with a training curriculum, for fire personnel in south/central Oregon. Currently, a subcommittee consisting of members from ODF, Fire District No. 1, Kingsley Field Fire Department, KCC, and OSU is tasked with designing what the program will look like, along with the actual design of the training center itself. In addition, Memos of Understanding are going out to all of the possible agencies that would be involved in this project. He presented the Board members with additional information on the program and the preliminary budget numbers. Daniel and Chief Keady answered many questions from the Board members. The Board members also confirmed their full support of this project. They commended Chief Keady for his work on this project since 2007.

9. Approval of Minutes

a. June 17th Regular Session Minutes

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

10. Financial Reports

a. June 2015 Report

Phil presented the July financial report. He reported preliminary Revenue at the end of the Fiscal Year is at 102.6% and Expenditures ended at 96.7%. The expenditures will increase slightly with the final payments for the fiscal year being paid in the month of July. The Board did not have any questions on the financial report. After reviewing the financial report, Vice President Gourley made a motion to approve the June report, seconded by Director Jones, carried unanimously.

b. Ratification June 2015 Bills

Vice President Gourley asked about the check to LN Curtis and Sons. Phil commented that this expenditure was for the budgeted purchase of turnouts. Vice President Gourley made a motion to ratify the June bills, seconded by Secretary-Treasurer Thomas, carried unanimously.

c. June EMS Billing Report

Chief Keady presented the June EMS Billing Report. He pointed out that EMS Billing made the projected revenue for this past fiscal year. Vice President Gourley made a motion to accept the June EMS Billing Report, seconded by Director Jones, carried unanimously.

d. Schedule Special Board meeting for short-term borrowing

Phil informed the Board that there will need to be a Special Board meeting to approve the resolution for short-term borrowing. This resolution will need to be approved by the end of July so that borrowing can begin occurring in early to mid-August. The Board confirmed that they could meet on Monday, July 27th at noon for a special meeting.

11. Old Business

At this time, the Board is now acting as Contract Review Board and will take up the matters of:

a. Contract with MED-TRANS Corporation for FireMed Administration

Chief Keady presented the contract with MED-TRANS Corporation for FireMed Administration. Attorney Hedlund confirmed that he has reviewed this contract and is expecting the final revisions in the next few days. The contract will not take effect until the October, when the FireMed new rates will take effect. Vice President Gourley made a motion to approve Chief Spradley to sign the contract with MED-TRANS Corporation, as amended with Attorney Hedlund's approval, seconded by Director Jones, carried unanimously.

At this time, the Board is no longer acting as the Contract Review Board and the next item on the agenda is:

b. Discussion of the November 2015 Levy

Chief Spradley reported that the Fire District is working on the message for the November Levy. He gave the Board some information that had been provided by Bond Council regarding what the Fire District may ask for and what the costs associated with that would be. The Board discussed what all would be included in the Levy. Chief Spradley anticipates bringing a final message to the Board at the Special meeting on July 27th.

12. New Business

a. Review and Adopt Board Policy Chapter 3.3 “Director Code of Conduct”

Vice President Gourley made a motion to adopt Board Policy Chapter 3.3 “Director Code of Conduct”, seconded by Secretary-Treasurer Thomas, carried unanimously.

b. Collection of Director’s “Statement of Acknowledgement” per Board Policy 3.4 “Director Conflict of Interest”

Chief Spradley collected the “Statement of Acknowledgement” from each of the Board members.

13. Informational Reports

Administration

a. Thank You Letters Received

The Board reviewed the thank you letters received over the past month.

b. Fire Chief’s Community Activity Memo

Chief Spradley presented his report to the Board.

c. Other reports of the Fire Chief

Chief Spradley gave other updates and reports to the Board.

Operations

a. Incident Activity through June 30, 2015

Chief Spradley reported that the incident call volume continues to increase, and the Fire District is on track for a record year.

Training/Ambulance

a. July Training Calendar

The Board reviewed the training calendar for the month of July.

b. June Training Statistics

Actual training hours for the month of June were less than what was projected.

c. Training Chief Community Activity Memo

Chief Keady gave his monthly activity report to the Board.

Fire Prevention

a. Update on Prevention Division

Chief Spradley reviewed fire prevention items with the Board.

14. Public Comment

There were no public comments.

15. Adjourn to Executive Session

Director Jones made a motion to adjourn the Regular Board meeting, seconded by Secretary-Treasurer Thomas, carried unanimously. The Board adjourned to Executive Session at 9:00pm 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.

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, August 19, 2015 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR