

**Klamath County Fire District 1
Board of Directors
Minutes**

Tuesday, January 17, 2017

Regular Meeting

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 7:00 pm.

2. Pledge of Allegiance

President Storey led the Board and attendees in the Pledge of Allegiance.

3. Roll Call of Directors

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

4. Approval of the Agenda

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

5. Public Comments

None

6. Approval of Minutes

- a. Nov 15th Regular Meeting Minutes - Motion made by Vice President Gourley to accept the minutes, seconded by Secretary-Treasurer Thomas, motion passed unanimously.
- b. Dec 14th Regular Meeting Minutes – Motion made by Director Rogers, to accept the minutes, with one correction made on Page 11, Section “C” Last Line. (moral was changed to morale). Motion was seconded by Secretary-Treasurer Thomas, motion passed unanimously.

7. Financial Reports

a. January 2017 Report

Phil presented the December Financial Report. Revenue is currently at 70.9% and Expenditures are at 37.9%, through 50% of the fiscal year.

President Storey complimented staff regarding the work that has gone into the improved financial picture.

No further discussion. Motion made to accept the financial report by Vice President Gourley seconded by Director Rogers, motion passed unanimously.

b. Ratification December 2016 Bills

Several expenditures were explained based on questions from President Storey,

Vice President Gourley made a motion to ratify the bills, seconded Director Rogers, motion passed unanimously.

c. January EMS Billing Report

DC Keady presented the report showing that the revenue was tracking to come in at or above budget. DC Keady also reported that the Audit showed a dip in revenue due to the Fire District changing banks. This created a glitch that delayed Medicare revenues to for a period.

Vice President Bill Gourley made a motion to accept the EMS Billing Report, seconded by Director Mike Jones, carried unanimously.

8. Old Business

a. AFG Fire Engine Purchase

DC Arbini presented an overview of the discussion regarding the timing of the purchase, delivery and reimbursement of the grant for the engine. We are expecting a signed contract any day and then we will move forward. Total grant was for \$475,000. It is broken up with \$450,000 for the engine and \$25,000 for equipment. This will have a 10% matching fund of about \$47,000 from the Fire District. With delivery November 14 or before.

9. New Business

a. 2017 Meeting Schedule

Chief Spradley provided a memo highlighting the dates of the upcoming 2017 Board Meetings.

b. Staffing Updates

An offer is out to an EMS Paramedic with a tentative hire date of February 15, 2017. This person will take the place of a current Single Role Medic that will be moving to a Dual Role position.

The recent BC promotional testing has been completed. The District received nine applications of which seven people took the written test. Erik Bishop was the only candidate that completed the entire process. Effective February 1, 2017 Bishop will be promoted to the rank of BC, and Dana Nelson will be promoted to the Rank Captain.

Chief Spradley reported that the Finance/HR position has also been filled and Renee Blakely will start February 1, 2107. That process resulted in the receipt of 27 applicants of which 14 completed the initial skills testing and from that pool, the top four candidates were interviewed for the position.

DC Keady announced that he is retiring from Fire District One and will be taking on the role of Fire Chief in Burney Fire District.

The next hiring goals will be to fill the vacant Administrative Assistant position, and the DC position vacated by Chief Keady.

c. Oregon Fire Museum Apparatus Donation

DC Arbini discussed the possibility of donating the old Engine 3 to the Oregon Fire Museum as they have a new building they are breaking ground on. The museum will come and pick it up and there will be no cost to the Fire District. There was much discussion regarding this matter with some concerns that there is no financial support to restore the engine. The matter was tabled in hopes that another option can be found that would include restoring the engine to an operational level and one that might include storage space.

d. 2017 SDAO Annual Conference – Portland

Chief Spradley reported that the conference was coming up and asked the Board if there was any interest in attending. He also mentioned that it was in conflict with the Employee Appreciation Dinner on the 11th.

Informational Reports

Administration

a. Fire Chief's Community Activity Memo

Chief Spradley mentioned that he and DC Arbini met with Sky Lakes Medical Center senior management related to various issues. This was a good meeting and it allowed both sides to candidly discuss concerns and challenges of transporting patients to and from Sky Lakes Medical Center. Fire District 1 is working to become more responsive to the needs of the hospital and may hire additional personnel to meet various demands.

Chief Spradley stated that with the loss of Chief Dan Peterson from JCFD3 Southern Oregon may be under-represented at the Oregon Fire Chief's Association. He stated that he may be attending some of those meetings to keep up with current and pending issues.

b. Thank You Letters

Received a letter from Retired Captain Chuck Delonge thanking the Fire District for their support during his recent illness.

c. Other reports of the Fire Chief

Chief Spradley provided information on the Employee Appreciation Dinner, and polled the Board members to see who was planning to attend.

Operations

a. Incident Activity through 2016

Chief Arbini presented the call activity breakdown for 2016. Fire District 1 broke the 7000 call mark in 2016, which is the highest run volume in the history of the Fire District. This reflected an increase over the last few years of about 18%.

b. Operations Chief Community Activity Memo

DC Arbini presented an overview of his monthly activity, he also reported that the new ambulance was nearly in-service but we were waiting on radios and State EMS license. There were no questions.

Training/Ambulance

a. January Training Calendar

DC Keady reported that the 2016 training hours have been reported to DPSST and that all maintenance-training hours were accomplished.

b. Training Chief Community Activity Memo

DC Keady then reported that a Level A Breakfast was performed by the Hazmat Team where they don their chemical protective gear and cook breakfast. After posting the event on Facebook, we received a request for interviews and a follow up article appeared in the Herald and News.

DC Keady then mentioned that the crews received a training on Cardiac Emergencies from a local Cardiac Physician that is developing an application for cell phones that will help the crews out in the field communicate with the on call cardiologist.

Fire Prevention

a. Update on Prevention Activities

Fire Marshal Andresen presented an overview of his report stating that he taught a class on fire alarm systems, participated in the BC exam and Finance/HR interviews. Then presented an overview of the fire investigation and inspection activities.

11. Public Comment

President Storey questioned staff about whether or not personnel were allowed to wear body cameras. The answer was no, with further discussion occurring resulting on consensus that should an outside agency's personnel respond to a Fire District 1 fire the camera and contents could potentially be discoverable and confiscated as evidence.

President Storey then added a thank you to Division Chief Monte Keady regarding good PR, newspaper articles, catching the blame and other actions and duties well performed over the last 27 years 9 months.

12. Adjourn

Vice President Gourley Motioned for adjournment of the regular meeting, Secretary-Treasurer Thomas seconded, motion carried unanimously - regular meeting adjourned at 7:56 pm. The Board will not reconvene to Regular Session.

13. Executive Session:

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. Executive Session began at 8:00 pm and concluded at 8:05 pm.

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, February 21, 2017 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT




VICE-PRESIDENT



SECRETARY / TREASURER



DIRECTOR



DIRECTOR

