

**Klamath County Fire District No. 1**  
**Board of Directors**  
**Regular Meeting Minutes**  
**6 p.m., Tuesday, April 17, 2018**  
**Central Fire Station**  
**143 Broad Street, Klamath Falls, OR 97601**

**1. Call Meeting to Order**

President Storey called the meeting to order at 6 p.m.

**2. Pledge of Allegiance**

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

**3. Roll Call of Directors**

Present:

Gloria Storey, President  
Gene Rogers, Director

Dennis Thomas, Secretary-Treasurer  
Ernest Palmer, Director

Absent:

Mike Jones, Vice President

**4. Approval of the Agenda**

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

**5. Public Comment**

None

**6. Approval of Minutes**

a. March 20, 2018, Regular Meeting Minutes

Director Palmer made a motion to approve the March 20, 2018, Regular Meeting Minutes, seconded by Secretary-Treasurer Thomas, motion carried unanimously.

**7. Financial Reports**

a. March 2018, Report

Finance Officer Phil Hull presented the March 2018, Financial Report. Revenue was at 93.1% while expenditures were at 68.3% with 75% of the fiscal year complete.

Director Rogers requested a clarification of the overtime status and if the conflagration is still pending. Phil noted that the funding has not been received yet for either the Chino or Thomas deployment. The revenue is still anticipated to be collected by the end of the fiscal year. When it is received, the overtime will be on track for the year. Chief Spradley pointed out that total EMS revenues across the various accounts are performing slightly better than budget.

Director Palmer made a motion to approve the March 2018, Financial Report, seconded by Secretary-Treasurer Thomas, motion carried unanimously.

b. Ratification of March 2018, Bills

Director Rogers made a motion to approve the ratification of the March 2018, Bills, seconded by Secretary-Treasurer Thomas, motion carried unanimously.

c. March 2018, EMS Billing Report

DC Brown presented the March 2018, EMS Billing Report. The fiscal year income is at about the 76% mark for 75% through the year. There are some changes that will be made in the system to increase productivity which should help billing and collections. DC Brown noted that there has been over \$46,000 received from collection accounts this year. DC Brown offered the to look into alternative options for handling collections with the Board requesting a report at the May meeting. The overall collection rate is over 39%, which is better than most companies collect.

Secretary-Treasurer Thomas made a motion to approve the March 2018, EMS Billing Report, seconded by Director Palmer, motion carried unanimously.

**8. Unfinished Business**

a. Ambulance Purchase Follow-Up

Chief Spradley provided an update that the vendor has been contacted regarding a payment option and they are not interested in taking payments but will agree to postpone payment until July 1. The board agreed with this approach.

b. Co-Gen Contract Renewal Discussion

Chief Spradley reported on developments in the last few months with Co-Gen. Co-Gen initially requested a five (5) year contract at \$50k per year. Through meetings on the Enterprise Zone, it was noted that the Co-Gen property had annexed into the Keno RFPD. Chief Spradley recommends not signing the contract with Co-Gen as Chief Ketchum has expressed interest in potentially paying that amount to maintain the services to that facility.

**9. New Business**

a. Surplus Approval – 3191

DC Hitchcock revisited the vehicle replacement plan. The 1978 utility vehicle is due for surplus. Proceeds from sale of the vehicle would be used to purchase new plow for 3190. This truck is past its life expectancy. President Storey inquired why a plow would be purchased when there is a current vendor for plowing services. Chief Spradley noted that the vendor is utilized for station 6, while personnel are used for the other stations. Also at times when we have big storms the stations get too busy with emergencies to keep up with the plowing and so the vendor is utilized as a backup.

Secretary-Treasurer Thomas made a motion to surplus 3191, seconded by Director Rogers, motion carried unanimously.

b. Review Enterprise Zone Renewal / Expansion Written Comments

Chief Spradley explained the letter that he submitted to the zone manager regarding the District's comments and requests. The current zone was created approximately 20 years ago and typically is renewed every 10 years.

Director Palmer notified the Board that he is a board member of as Treasurer for SCOED.

**10. Informational Reports**

Fire Chief

a. Fire Chief's Activity Memo March

Chief Spradley offered to answer questions regarding his memo. Secretary-Treasurer Thomas asked for an update on the KCC project. Chief Spradley noted that the Resident Student Program has posted for applications. Students would enter into fire school in June. There are 11 positions available. KCC and

KCFD1 staff have worked hard together to market the program. Chief Spradley met with the KCC President on the 16<sup>th</sup> and will be assisting in making a presentation to the KCC Board in the upcoming weeks. President Storey noted the SDOA training program regarding ordinances and inquired if employees can be board members and questioned if KCFD1 has an ordinance in place. Phil Hull noted that the District does have one. Storey requested that the Board receive a copy of all the contracts that the District has in place.

b. Thank You Cards

There was a thank you card from Ken Paxton for assisting with Jim Paxton's services.

Division Chief - Operations

a. DC-Operations Activity Memo March

DC Hitchcock noted he and DC Brown attended the Labor Management Alliance conference in Denver, with the IAFF Local 890 President Curtis and Vice President Poe. He reported on the goal of improving relationships and building trust is critical. After the conference, management was requested to attend a Union meeting to provide information which has never occurred before. While there is more work to do on this relationship the experience was a positive

DC Hitchcock noted the preseason meeting with ODF was productive, and we have a good idea of changes that have occurred with both agencies since last summer.

DC Hitchcock reported that a group of personnel went to the Dominican Republic to help assist that fire department with gear and training. The group took their own time off and paid their own expenses for that trip.

b. Incident Activity through March 31, 2018

DC Hitchcock does not see any unusual trends.

Division Chief - EMS

a. DC-EMS Activity Memo March

DC Brown noted a large amount of time spent with KCC to develop the Resident Student Program. He has spent time with the Billing staff to develop that part of the EMS program. He attended the LMA conference with DC Hitchcock and labor, and reported on trends related to mental health for the fire service. There is a mental health facility on the east coast that he will look into so that personnel are aware of options. Secretary-Treasurer Thomas inquired if there was a piece on personal safety/shootings; DC Brown noted that the topic was not on the agenda. DC Brown reported on attending the Union meeting and answering questions regarding the student program with KCC, and the general support of the program by the membership.

b. April 2018, Training Calendar

There was Hazmat and Confined Space training for the Hazmat team and DCs. Operation Prom Night practice occurred and the event will take place on the 19<sup>th</sup>. The EMS team will look at different vendors on endoscopes. The District does not currently have any of the scopes. The prices vary drastically depending on the vendors and extras. Wildland refresher will be coming at the end of the month to gear up for wildland season.

Division Chief – Fire Marshal

a. Fire Marshal Community Activity Memo March

DC Andresen attended the Oregon Fire Marshal's Association conference in Bend. He noted that the new code cycle will have a mobile food cart section added. He will be providing comments to aide in establishing that piece of the code. The codes will address the marijuana laws. He met with the County

School District regarding the access for emergency responders to buildings with the new door lock systems. He conducted a few fire investigations for the month. He taught the classroom portion of the Confined Space training. He has been working with KCC to develop the fire science program and looked at the RCC programs that are being used as a guide. President Storey inquired if OSU was involved with KCC program, and DC Andresen noted that that representation for OSU occurs at the KCC Board level. He reminded that the spring open burn period is active through April 29<sup>th</sup>. President Storey inquired about a meeting regarding properties that the District owns and if it could be used for other options, but Andresen noted that it was not productive.

**c. Public Comment**

Director Palmer noted that the land use laws have changed and now allow individuals to build a second home on lots, which may cause issues with fighting fires on homes. The County planning is meeting on April 25, at 6 p.m. to discuss the item.

**d. Adjourn and move into Executive Session** *(The Board will not reconvene to regular session.)*

Director Palmer made a motion to adjourn to Executive Session, the motion was seconded by Secretary-Treasurer Thomas, motion carried unanimously.

The regular meeting was adjourned to Executive Session at 6:52 p.m.


**e. Executive Session**

Under section 192.660 (2) (d) to conduct deliberations with person designated by the governing body to carry on labor negotiations; 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.

Executive Session began at 6:55 p.m. and adjourned at 7:01 p.m.

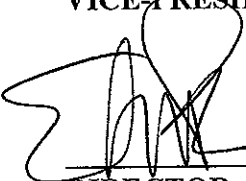
The next regularly scheduled meeting of the Klamath County Fire District No. 1 Board of Directors will be at the Central Fire Station, 143 N. Broad Street, Klamath Falls, OR 97601 on Tuesday, May 15, 2018, at 6 p.m.

**BOARD MEMBERS SIGNATURES**

  
\_\_\_\_\_  
**PRESIDENT**

\_\_\_\_\_  
**VICE-PRESIDENT**

  
\_\_\_\_\_  
**SECRETARY / TREASURER**

  
\_\_\_\_\_  
**DIRECTOR**

  
\_\_\_\_\_  
**DIRECTOR**