

**Board of Directors  
Minutes**

**Regular Meeting**

**July 21, 2009**

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 Center for Occupational Health, 2621 Crosby Ave., Klamath Falls, OR 97603

**Members Present:** Gloria Storey, President  
Alan Scott, Vice President  
Rod Green, Secretary-Treasurer

**Members Absent:** Mike Harrigan, Director  
Rich Schuster, Director

**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. Swearing In of Newly Re-elected Directors**

Re-elected Director Rod Green was administered the Oath of Office by Stacy Brainard, Notary Public of Oregon.

**4. Approval of the Agenda**

President Storey added ORS 192.660 (2) (b) to Executive Session. A motion to approve the amended agenda was made by Secretary-Treasurer Green, seconded by Vice President Scott, carried unanimously.

**5. Public Comment**

There were no public comments.

**6. Financial Reports**

**a. Update on Auditors**

Phil Hull was not present at the meeting. Chief Wenzel reported that Phil is expecting to receive the references and a quote from the auditor in Eugene fairly soon.

**b. June 2009 Report**

Due to Phil's absence at the meeting, Chief Wenzel asked the Board if they had any questions on the report included in their packet. President Storey asked BC Morehouse which Station received the television purchased at Wal-Mart. He reported that this went to Station 3. President Storey also pointed out the charges on the generic VISA card that will be reimbursed from the State HazMat Team.

President Storey commented that the Cash Balances reported for June of 2008 is the audited figure. The Cash Balances for June 2009 is not the audited figure. Vice President Scott commented that the 2009 figure is half of the 2008 figure; but this figure may change after the final audit. After the discussion, Vice President Scott made a motion to accept the financial reports for June 2009, with the addendum

that other Board members could contact Phil Hull to get any of their questions answered, seconded by Secretary-Treasurer Green, carried unanimously.

## **7. Action Items**

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

**a. Approval of two-year Intergovernmental Agreement, (July 1, 2009 to June 30, 2011), for Regional Hazardous Materials Emergency Response Team Services between the State of Oregon, acting by and through the office of the State Fire Marshal and Klamath County Fire District No. 1.**

The Board reviewed the copy of the July 1, 2009 to June 30, 2011 Regional Hazardous Materials Emergency Response Teams Contract as presented by the Office of the State Fire Marshal. Chief Spradley indicated that there are no major changes in the contract until the Exhibits and Addendums. He noted the Exhibits and Addendums that have increased dollar amounts due to increases in wages. He reported that the State will cover costs for up to 22 HazMat Personnel. Chief Spradley reported that the District currently has less than 22 active team members. President Storey asked if the PERS rate in the contract is the current rate that the Fire District pays. Chief Spradley will have Phil look at this.

The Board asked Attorney Hedlund if he had reviewed the agreement. He has reviewed it and has no concerns. Chief Spradley requested that the Board approve Chief Wenzel to sign the two-year agreement. A motion was made to authorize Chief Wenzel to sign the July 1, 2009 to June 30, 2011 Regional Hazardous Materials Emergency Response Teams contract by Vice President Scott, seconded by Secretary-Treasurer Green, carried unanimously.

**b. Resolution 09-08 – Authorizing loan for up to 120 days for normal district operation costs until property taxes are received**

Secretary-Treasurer Green made a motion to read Resolution 09-08 by title only, seconded by Vice President Scott, carried unanimously. Stacy Brainard read Resolution 09-08 by Title only. This is a resolution authorizing the Fire Chief to enter into Indebtedness on behalf of Klamath County Fire District No. 1 in an aggregate amount not to exceed \$1,750,000, with a maximum term of 120 days. Chief Wenzel clarified that this money would be used as needed and then would be paid back in November when the District received tax money. Secretary-Treasurer Green made a motion to adopt Resolution 09-08, seconded by Vice President Scott, carried unanimously. Vice President Scott also commented that, since this money is being borrowed, the Fire District needs to be careful of how we spend the money in order to keep the interest costs down.

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

**c. Resolution 09-07 – Adopting MVA Fees**

Chief Keady reported that the Fire District has the right to bill auto insurance companies for non-medical motor vehicle accidents that we respond to on State highways. Several of the surrounding agencies in the County currently bill for these types of responses. Chief Keady clarified that this will be separate from EMS billing. It will be billed out through the Finance department. Secretary-Treasurer Green made a motion to adopt Resolution 09-07, seconded by Vice President Scott, carried unanimously.

**d. Election of Board Officers**

This item was tabled until the next month when all of the Directors are present.

**e. Approval of the June 30<sup>th</sup> Regular Meeting Minutes**

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

**f. Ratification of June 2009 Bills**

Vice President Scott asked what the \$1,800 purchase at Birdsongs was. President Storey clarified this was the sewing machine purchased for turnout repairs. A motion was made for ratification of the June bills by Vice President Scott, seconded by Secretary-Treasurer Green, carried unanimously.

**8. Informational Reports**

**Administration**

**a. Update on the A.R.R.A. Fire Station Construction Grant**

Chief Wenzel reported that the Fire District completed their application submission for the ARRA grant on July 9, 2009. This grant covers the costs of the fire station construction only. At this time, the fire station and the administration/emergency operations sections are broken out separately. The District is currently looking at other sources for funding the additional costs of the fire station portion, as well as the administration portion.

**b. June 2009 Web Site Statistics**

The Board reviewed the web site statistics for the month of June. Chief Wenzel highlighted the increase in visitors starting on June 17<sup>th</sup> when the firefighter/EMT position application period was announced.

**c. August Chief Officers and Duty Chiefs schedules**

Chief Wenzel presented the Chief Officer and Duty Chief schedules for the month of August.

**d. Thank you letters**

The Board reviewed the thank you notes and letters received by the Fire District.

**e. July Fire Chief's Community Activity Memo**

President Storey asked about the Station 3 zoning change on July 13<sup>th</sup>. Chief Wenzel reported that an item on the agenda at the Planning Commission meeting was to rezone the Station 3 property and the police property from residential to public facilities. This will allow for the construction projects scheduled for these properties. The City Council will now make a decision on the final rezoning.

**f. Other reports of the Fire Chief**

Chief Wenzel had no other reports.

**Operations**

**a. Incident Activity through June 30, 2009**

Chief Spradley reported that the Fire District is currently about 260 runs under where we were this time last year. The month of July has been active, especially on the 4<sup>th</sup>. This may help with run numbers.

**b. July Operations Chief Community Activity Memo**

Chief Spradley presented his monthly activity report. He has been working pretty heavily on the new hire testing process. Chief Spradley commended Captains Mulvey, Teaford, and Terry for their involvement in the physical agility test portion. He reported that the District did not hire an outside consultant for this process. Chief Spradley also commented that Captain Clanton reached 20 years of service in May and Captain Gurske reached 25 years of service in July.

**Training/Ambulance**

**a. July Training Calendar**

Chief Keady presented the training calendar for the month of July. President Storey asked for clarification on the "Cross Lay Deployment" exercise. Chief Keady explained this drill.

**b. June Training Statistics**

The Board reviewed the training statistics for the month of June.

**c. July Training Chief Community Activity Memo**

Chief Keady noted that he did an interview with the Herald and News regarding the Emergency Airlift and the FireMed membership program. He reiterated that there will no longer be a joint membership option after August 1, 2009. Vice President Scott had some questions regarding a letter the Fire District sent out pertaining to the changes to FireMed/Mercy Flights program. Chief Keady was able to address Vice President Scott's concerns.

Chief Keady reported that he has had some more interaction regarding the DMV registration fees for EMS. He also commented that the Fire District has purchased doses of an antiviral medication for the upcoming flu season. This would be available for employees who have been diagnosed with the flu.

**d. EMS Billing Reports**

Chief Keady reported that Dorothy Stuntebeck is currently on leave from Ambulance Billing due to a medical condition. The District has currently brought in a temporary employee to work in the department until Dorothy comes back.

Chief Keady then reviewed a PowerPoint presentation showing different statistical information based on EMS data in the Fire District Emergency Reporting database. The Board was impressed by the statistics shown.

**Prevention**

**a. July Fire Marshal Community Activity Memo**

Deputy Fire Marshal Scott Rice presented the Prevention report in Fire Marshal Kenworthy's absence. DFM Rice pointed out that the suspect from the Summer's Lane fire on July 10<sup>th</sup> went to court on July 20<sup>th</sup>. He has not heard anything back on if they will continue with the case. He also indicated that crews did a good job on getting the fire under control fast.

**9. Adjourn**

The Board adjourned to Executive Session at 8:10PM Under section 192.660 (2) (b) to consider discipline of a public officer or employee, 192.660 (2) (d) to conduct deliberations with the persons designated by the governing body to carry on labor negotiations and 192.660 (2) (e) to deliberate with

persons designated by the governing body to negotiate real property transactions. The Board of Directors did not reconvene to regular session.

**The next regularly scheduled meeting of the Klamath County Fire District No. 1 Board of Directors will be at The Center for Occupational Health, 2621 Crosby Ave., on Tuesday, August 18, 2009 at 7:00 PM.**

**BOARD MEMBERS SIGNATURES**

---

**PRESIDENT**

---

**VICE-PRESIDENT**

---

**SECRETARY / TREASURER**

---

**DIRECTOR**

---

**DIRECTOR**