

**Board of Directors
Minutes**

Regular Meeting

July 19, 2011

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, Director
Rod Green, Director
Bill Gourley, Director
Tom Ludlow, Director

Members Absent: Mike Jones, Director

1. Call Meeting to Order

Secretary-Treasurer Green called the meeting to order at 7:00pm.

2. Pledge of Allegiance

Secretary-Treasurer Green led the Board and attendees in the Pledge of Allegiance.

3. Swearing In of Newly Elected Board of Directors

Elected Directors Gloria Storey and Thomas Ludlow were administered the Oath of Office by Stacy Brainard, Notary Public of Oregon.

4. Approval of the Agenda

Swearing In of Newly Elected Board of Directors was moved above *Approval of the Agenda* due to lack of a voting quorum prior to the Swearing In. Director Storey made a motion to approve the amended agenda, seconded by Director Gourley, carried unanimously.

5. Public Comment

There were no public comments

6. Financial Reports

a. June 2011 Report

Chief Wenzel reported that Finance Officer Phil Hull was on vacation and not present at the meeting. He commented that he would answer the questions he could and take the rest back to Phil. Director Storey asked where the audit was. Chief Wenzel reported that the auditor is still working on the audit. Director Storey commented that she has a real issue with the delay in receiving the audit. Attorney Hedlund reported that he will review the contract and perhaps draft a letter to the auditor. Director Storey made a motion to accept the June 2011 Financial Report, seconded by Director Gourley, carried unanimously.

7. Action Items

a. Election of Board of Director Officers

Director Storey commented that the only two positions open are President and Vice President. She then nominated Bill Gourley to the position of Vice President. Secretary-Treasurer Green amended the nomination to include Gloria Storey to the position of President, seconded by Director Storey, carried unanimously.

b. Approval of the June 21st Regular Meeting Minutes

President Storey made a motion to accept the minutes, seconded by Vice President Gourley, carried unanimously.

c. Ratification of the June 2011 Bills

President Storey went through the list of bills that she had questions on. She was able to get most of her questions answered prior to the meeting. Chief Wenzel also reported on some of the expenses charged to his credit card. Vice President Gourley made a motion to accept the June 2011 Bills, seconded by President Storey, 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 has only received informal notification of our final grant acceptance. The Fire District was told that it would take a few weeks to receive formal notification. He reported that the Fire District continues to move forward with preparations for when formal notification is received.

b. Update on the Seismic Upgrade Grant for Station 6

Chief Wenzel reviewed Jim Kenworthy's written report to the Board of Directors. Jim continues to meet with the engineer and general contractor to generate the Guaranteed Maximum Price (GMP). Bids for subcontractors are currently being accepted. In addition, Chief Spradley has been working on extending the lease for the Market Street building through February of 2012.

c. June Web Site Statistics

The Board reviewed the June Web Site Statistics.

d. July Fire Chief's Community Activity Memo

Chief Wenzel presented his Community Activity Memo to the Board. He commented that the "Firefighter for a Day" program was a great success. Chief Keady also added a commendation to Captain Simonson's crew for their help with this program. President Storey commented that perhaps the Foundation could also do this as a fundraiser.

e. Other reports of the Fire Chief

Chief Wenzel reported that he has been appointed to a two-year term on the International Association of Fire Chiefs (IAFC) Professional Development Committee.

Operations

a. Incident Activity through June 30, 2011

Chief Wenzel commented that Chief Spradley was currently assisting another department with a hiring process and was not present at the meeting. Chief Keady volunteered to answer any questions the Board had regarding Chief Spradley's report. He reported that calls were up again this month.

b. July Operations Chief Community Activity Memo

President Storey asked about Chief Spradley's meeting with Chief Ketchum. Chief Keady reported that this was regarding a grant that Chief Ketchum is applying for to purchase mobile data terminals for all the fire agencies in the county.

Training/Ambulance

a. July Training Calendar

Chief Keady presented the July Training Calendar. President Storey asked what NIMS compliance was. Chief Keady reported that this is the National Incident Management System. Fire departments are required to be NIMS compliant in order to be eligible for Federal grants. He also commented that this system is based on systems used on the West Coast for years and is nothing new to our Fire District.

b. June 2011 Training Statistics

The Board reviewed the June training statistics. Chief Keady also commented that he went out and participated in some of the trainings with the crews.

c. July Training Chief Community Activity Memo

Chief Keady presented his Community Activity Memo for the month. President Storey asked about Chief Keady's meeting in Merrill with the new Fire Chief. Chief Keady reported on this meeting. President Storey also asked about the "all calls" this past month.

d. June 2011 EMS Billing Reports

The Board reviewed the June 2011 EMS Billing report. Chief Keady reported that Ambulance Billing did come in \$87,000 short of the \$1.6 million estimate for the Fiscal Year. He reported that \$400,000 has been sent to collections. President Storey had several questions regarding the Ambulance Billing report.

Prevention

a. July Fire Marshal Community Activity Memo

Chief Wenzel informed the Board of Directors that Scott Rice has accepted the position of Interim Fire Marshal. He also reported that the Fire Prevention Division is now 25% the size that it was a few years ago due to a reduction in staff. Chief Rice will do the best that he can, with as much help as the staff can give him.

Chief Rice gave his monthly report. He reported that he has been working on inspections and incident responses. He reported that he attended the court case for the Wynn trial. Firefighter Lucas Cronin had just been sworn in, when the judge declared Mr. Wynn unable to continue with the trial. He will spend 30 days at the State Hospital before the trial will resume. Chief Rice also reported on a string of fires along South Poe Valley Road, Webber Road, and Harpold Road on July 11, 2011. These fires were reported between 8:30pm and 11:30pm. He reported that evidence was discovered on scene and is

currently at the Oregon State Police Arson Lab. He also reported that Stacy Brainard found an article from July 13, 1959, that, in essence, was the same scenario. Chief Rice has contacted the Herald and News regarding the old article.

9. Adjourn

The Board adjourned to Executive Session at 8:03pm.

10. Executive Session: *Under section 192.660 (2) (e) to deliberate with persons designated by the governing body to negotiate real property transactions. The Board of Directors will 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 16, 2011 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR