

**Board of Directors  
Minutes**

**Regular Meeting**

**August 20, 2013**

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.

**Members Present:** Gloria Storey, President  
Bill Gourley, Vice President  
Tom Ludlow, Secretary-Treasurer

**Members Absent:** Dennis Thomas, Director  
Mike Jones, 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. Approval of the Agenda**

President Storey amended the agenda to table item *10a. Update on the Fiscal Year Shortfall*. Vice President Gourley made a motion to approve the agenda as amended, seconded by Secretary-Treasurer Ludlow, carried unanimously.

**4. Public Comments**

There were no public comments.

**5. Executive Session:** The Board adjourned at 7:02pm under section 192.660 (2) (b)... to hear complaints or charge brought against a public officer, employee, or staff member or individual agent who does not require an open hearing, section 192.660 (2) (f) to consider information or records that are exempt by law from public inspection, and 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.

The Board of Directors reconvened back to Regular Session at 8:03pm.

Vice President Gourley made a motion to deny Grievance 13-03, seconded by Secretary-Treasurer Ludlow, carried unanimously. Vice President Gourley made a motion to deny Grievance 13-04, seconded by Secretary-Treasurer Ludlow, carried unanimously.

**6. Approval of Minutes**

**a. June 27<sup>th</sup> Special Meeting Minutes**

President Storey made a motion to accept the minutes, seconded by Secretary-Treasurer Ludlow, carried by a majority of those present at the June 27<sup>th</sup> meeting.

**b. July 16<sup>th</sup> Regular Meeting Minutes**

Vice President Gourley made a motion to accept the minutes, seconded by Secretary-Treasurer Ludlow, carried unanimously.

**c. August 6<sup>th</sup> Special Meeting Minutes**

Tabled due to lack of a quorum of the August 6<sup>th</sup> meeting.

## **7. Ratification of Bills**

### **a. Ratification of the July 2013 Bills**

President Storey contacted Phil with her questions and received answers. Vice President Gourley made a motion to ratify the July bills, seconded by Secretary-Treasurer Ludlow, carried unanimously.

## **8. Financial Reports**

### **a. July 2013 Report**

Phil Hull presented the July financial report. President Storey commented that she did not like having to borrow money to meet the July expenses. Phil continued on with the monthly report. Revenue is currently at 2.8% and Expenditures are at 8.3%, at 8% of the way through the fiscal year. President Storey asked about the timing of the audit. Phil reported that he will be meeting with the pre-audit team in September and the auditor in October. The audit should be complete by the end of October. President Storey asked about overtime. Interim Fire Chief Spradley commented that the Fire District just hired three new firefighters and that should help with the overtime. Secretary-Treasurer Ludlow asked again why the Medical Revenue does not match up with the July EMS Billing report revenue. Phil explained that some of this is a timing issue with payments being posted and deposited. Vice President Gourley made a motion to accept the July 2013 financial report, seconded by Secretary-Treasurer Ludlow, carried unanimously.

## **9. Old Business**

There was no Old Business

## **10. New Business**

### **a. Update on Fiscal Year Shortfall - *Tabled***

## **11. Informational Reports**

### **Administration**

#### **a. July Web Site Statistics**

The Board reviewed the July web site statistics.

#### **b. Thank You Letter(s) Received**

Chief Spradley called the Board's attention to the letter received from the MDA. He commended Firefighter Jim Poore and Firefighter Ryan Meyer for all their hard work on this event. As per the letter, this was a record breaking year, with the firefighters raising close to \$18,000 to help local families.

#### **c. Fire Chief's Community Activity Memo**

#### **d. Other reports of the Fire Chief**

### **Operations**

#### **a. Incident Activity through July 31, 2013**

Chief Spradley reported that this year's tracking is very similar to last year. He did not have anything significant to report on.

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

Chief Spradley reviewed his monthly report. He commented that all of the paramedics that came with the ambulance service have reach 15-years of service with the Fire District. He reported that the District has also been working with Wilson Heirgood on a Health Reimbursement Arrangement.

### **Training/Ambulance**

#### **a. August Training Calendar**

The Board reviewed the August Training calendar.

**b. July Training Statistics**

There were more training hours than projected in the month of July.

**c. Training Chief Community Activity Memo**

President Storey asked Chief Keady about a meeting regarding an outlying agency. He was able to clarify what the meeting was about.

**d. July EMS Billing Reports**

President Storey commented that she has some questions regarding the billing report. She will get those questions to Chief Keady.

**Prevention**

**a. Fire Marshal Community Activity Memo**

Chief Rice reviewed his monthly report. President Storey asked if any citations were issued for the illegal burns. Chief Rice reported that the Fire District cannot issue citations, but they do issue a Notice of Violation. Those are referred to DEQ, and they have the ability to fine the offender.

**b. Second Quarter Fire Cause Report**

The Board reviewed the second quarter fire cause report.

**12. Adjourn**

The Board adjourned to Executive Session at 8:30 pm.

**13. Executive Session:** *Under section 192.660 (2) (d) to conduct deliberations with the persons designated by the governing body to carry on labor negotiation 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.*

**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, September 17, 2013 at 7:00 PM.**

**BOARD MEMBERS SIGNATURES**

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

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**VICE-PRESIDENT**

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

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

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