

**Board of Directors
Minutes**

Regular Meeting

March 19, 2014

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
Dennis Thomas, Director

Members Absent: 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

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

4. Public Comments

There were no public comments.

5. Presentation – Keith Endacott, Executive Director 911 – 911 May 2014 Levy

Keith Endacott, Executive Director; Steve Schelb Board Chairman; and Jim Anderson, Board member with the Klamath 911 Communications District gave a brief presentation on the May 2014 Levy to increase funding for the 911 Communications District. The Board of Directors had several questions, which the group was able to answer. Vice President Gourley made a motion for the Board of Directors to draft a letter in support of the May 2014 911 Communications District Levy, seconded by Director Thomas, carried unanimously.

6. Approval of Minutes

a. February 12th Special Meeting Minutes

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

b. February 19th Regular Meeting Minutes

Secretary-Treasurer Ludlow made a motion to accept the minutes, seconded by Director Thomas, carried unanimously.

7. Financial Reports

a. February 2014 Report

Phil Hull presented the February report. He indicated that the Fire District is at 67% of the way through the fiscal year. Revenue is currently at 86.9% and Expenditures are at 65.8%. He then continued through the detailed report. President Storey had questions regarding the urban renewal program and

how much money they will be taking from the Fire District this year. Fire Chief Spradley and Phil will research this item further. The Board had several other questions on the financial report, which Phil answered. Vice President Gourley made a motion to accept the February 2014 Financial Report, seconded by Director Thomas, carried unanimously.

Phil then polled the Board members regarding dates for the Budget Committee meetings. The Board set May 8, 2014, from 1:00pm-5:00pm for their first meeting. June 4, 2014, from 1:00pm-5:00pm was selected for a second meeting date, if needed.

b. Ratification of February 2014 Bills

President Storey had questions regarding meal charges on a VISA bill. Chief Spradley was able to elaborate on the current use of transport meals. Vice President Gourley made a motion to ratify the February 2014 bills, seconded by Secretary-Treasurer Ludlow, carried unanimously.

c. February EMS Billing Report

Chief Keady reviewed the February EMS Billing report with the Board. He also reported that Director Jones spent two to three hours going through the billing process with Chief Keady and Nikki Hirschbock. Chief Keady feels Director Jones has a better understanding of the process after that review. Vice President Gourley made a motion to accept the February EMS Billing report, seconded by Secretary-Treasurer Ludlow, carried unanimously.

8. Old Business

a. Board of Directors Work Session – Thursday, April 3, 2014, 1:00pm-5:00pm

President Storey reminded the Board of their work session scheduled for Thursday, April 3rd. Director Ludlow indicated he would email his comments to Stacy Brainard if he was not able to attend.

9. New Business

There was no New Business.

10. Informational Reports

Administration

a. February Web Site Statistics

There was no Web Site report for the month of February.

b. Thank You Letter(s) Received

No Thank You Letters were received over the past month.

c. Fire Chief's Community Activity Memo

Chief Spradley reviewed his report. He pointed a few meetings over the past month and gave a brief report on them.

d. Other reports of the Fire Chief

Chief Spradley gave several other reports. Internal budgeting meetings have been scheduled for April. There may be some upcoming issues with irrigated land values depending on if they receive water this year or not. Captain Steve Leslie is working through the Federal Excess Property Program to research potential equipment at little to no cost. Battalion Chief Riblett is working with a couple of Captains to establish a centralized purchasing system for the Fire District. The Central Fire Station staff has been working on the onsite secure storage system. The Request for Quote for the Fire District Evaluation/Study was released on March 12, 2014, with an April 11, 2014 deadline. The Board moved

the April Board meeting to April 23, 2014, in order to select a candidate for the evaluation/study. Chief Spradley also reported that the line crews are currently down two firefighters. They will be interviewing candidates on March 20th, with a potential start date of May 1st.

Operations

a. Incident Activity through February 28, 2014

There was no Incident Activity report for the month.

Training/Ambulance

a. March Training Calendar

The Board reviewed the training calendar for the month of March. Chief Keady reported on the ACLS class, the Burn to Learn, and the Mass Casualty Incident training at OIT.

b. February Training Statistics

The Board was presented with the February Training statistics.

c. Training Chief Community Activity Memo

Chief Keady presented his monthly activity report. He gave a more detailed report on the Mass Casualty Incident at OIT.

Prevention

a. Fire Marshal Community Activity Memo

Chief Rice was not present at the meeting. The Board reviewed his submitted report.

11. Adjourn to Executive session

The Board adjourned to Executive Session at 8:35pm.

12. 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 under section 192.660 (2) (e) real property transactions.*

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 Wednesday, April 23, 2014 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR