

**Board of Directors
Minutes**

Work Session

January 28, 2015

Pursuant to the proper public notice, a Work Session 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.

1. Call Meeting to Order

President Storey called the Work Session to order at 6:00pm.

Members Present: Gloria Storey, President
Dennis Thomas, Secretary-Treasurer
Mike Jones, Director

Members Absent: Bill Gourley, Vice President
Tom Ludlow, Director

2. Discussion of a Potential Levy

Chief Spradley gave a presentation regarding the Fire District options for a Levy/Bond in 2015. The Board of Directors asked several questions throughout the presentation.

**Board of Directors
Minutes**

Regular Meeting

January 28, 2015

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.

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. Roll Call of Directors

Stacy Brainard took roll call of the Directors:

Members Present: Gloria Storey, President
Bill Gourley, Vice President
Dennis Thomas, Secretary-Treasurer
Mike Jones, Director

Members Absent: Tom Ludlow, Director

4. Approval of the Agenda

Secretary-Treasurer Thomas made a motion to approve agenda, seconded by Director Jones, carried unanimously.

5. Public Comments

There were no public comments.

6. Approval of Minutes

a. December 17th Regular Session Minutes

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

7. Financial Reports

a. December 2014 Report

Phil Hull presented the December Financial Report. He reported that some of the Washington Federal accounts have been migrated over to U.S. Bank. The January Cash Balances report will reflect these account changes. He continued through the report. The General Fund has received 84.8% of the projected Revenue and is at 51.8% expended, at 50% of the way through the Fiscal Year. There were no questions on this report. Director Jones made a motion to approve the December 2014 report, seconded by Secretary-Treasurer Thomas, carried unanimously.

b. Fiscal Analysis July – December 2014

Chief Spradley and Phil presented the Fiscal Analysis report for the first half of the Fiscal Year. This report showed the actuals for the first half and the projections for the second half. Based on these actuals/projections, should the current trends continue through the end of the Fiscal Year, the estimated carryover will be approximately \$130,000. The Board reviewed the report and commented on how they would like it formatted next time. Director Jones made a motion to approve the Fiscal Analysis, seconded by Secretary-Treasurer Thomas, carried unanimously.

c. Ratification of December 2014 Bills

Vice President Gourley asked about the \$4800 charge on Stacy's credit card to the IAFF. Stacy reported that this was to cover the six registrations for the Peer Fitness Trainer class. This will be reimbursed through the Assistance to Firefighter Grant. Secretary-Treasurer Thomas made a motion to ratify the December 2014 bills, seconded by Director Jones, carried unanimously.

d. December EMS Billing Report

Chief Keady presented the EMS Billing Report. There were no questions on this month's report. Director Jones made a motion to accept the December EMS Billing report, seconded by Secretary-Treasurer Thomas, carried unanimously.

8. Old Business

a. Potential Levy

Chief Spradley gave a brief report on the Work Session held prior to the meeting. He asked the Board for direction based on the presentation. Several of the Directors agreed that the May 2015 election was too close to have enough time to plan. The Board gave Chief Spradley the direction to look at the

November 2015 election, and to work with Local 890 on this project. Tentatively the Board will hold another work session on February 18, 2015.

9. New Business

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

a. 2015-2017 Physician Advisory contract renewal with Joseph Pack, M. D.

The Board reviewed the renewal contract with Joseph Pack, M. D. for Physician Advisor services. Chief Keady reported that the contract has new dates and an annual percentage increase of 2%. The contract presented to the Board showed a 3% increase. Chief Keady indicated this contract has been updated since the Board packets went out. Director Jones made a motion to authorize Chief Spradley to sign the 2015-2017 contract with Dr. Pack, with the 2% increase, seconded by Secretary-Treasurer Thomas, carried unanimously.

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

10. Informational Reports

Administration

a. December Web Site Statistics

Chief Spradley presented the December web site statistics. This report also shows overall statistics for all of 2014.

b. Fire Chief's Community Activity Memo

The Board reviewed Chief Spradley's community activity report. He reported that on January 1, 2015, Captain Toni Brimmer was promoted to Battalion Chief and Firefighter Erick Bishop was promoted to Captain. Chief Spradley also reported that he is holding regularly scheduled management/staff meetings in hopes of improving communication. Chief Spradley and Battalion Chief Brainard are participating in the Oregon Emergency Management railroad exercise on February 5th in Salem.

c. Other reports of the Fire Chief

Chief Spradley reported on several topics including the Klamath Interagency Communications Group, the progress on the 2014 Fire District Annual Report, the ISO meeting that occurred earlier in the month, AirLink now occupying Station 5, and a follow-up on the Employee Appreciation Dinner.

Operations

a. Incident Activity through December 31, 2014

Overall runs for 2014 were the highest in the Fire District's history with 6,092. Fires were down this past year. Chief Spradley reported that he believes that 2015 will be another record breaking year for run volume as the new hire of EMS employees that will likely allow the Fire District to take more transports.

Training/Ambulance

a. January Training Calendar

The Board reviewed the training calendar for January.

b. December Training Statistics

Total training hours for December were 448.

c. Training Chief Community Activity Memo

Chief Keady gave a brief report on his monthly activity report. He indicated that final offers will be given to the EMS employees on January 29th, with the new hires starting work on February 17th. There will be a badge pinning ceremony on February 19th, at the end of their orientation.

Prevention

a. Fire Marshal Community Activity Memo

Chief Rice presented his monthly report. He commented that there were six fires in November and December that are still under investigation. The major crimes unit has been involved in investigating some of these fires. Chief Rice also commented on a few of the construction projects going on around town.

Chief Spradley reported that there are some issues with our current fleet of ambulances. There is a local ambulance that Battalion Chief Morehouse has requested the Fire District take a look at purchasing for under \$10,000. Chief Spradley would like to have a local mechanic look at it prior to purchasing it.

11. Public Comment

There were no public comments.

12. Adjourn to Executive Session

Secretary-Treasurer Thomas made a motion to adjourn the Regular Board meeting, seconded by Director Jones, carried unanimously. The Board adjourned to Executive Session at 8:08pm.

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, under section 192.660 (2) (e) real property transactions, and under section 192.660 (2) (i) performance evaluation of Public Officers and Employees.*

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, February 18, 2015 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR