

**Board of Directors
Minutes**

Regular Meeting

February 18, 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

President Storey amended item 6 of the agenda to include Executive Session under *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*. Vice President Gourley made a motion to approve the amended agenda, seconded by Secretary-Treasurer Thomas, carried unanimously.

5. Public Comments

There were no public comments.

6. Executive Session: The Board adjourned to Executive Session at 7:02pm *under section 192.660 (3) to hear Grievance 15-01 from IAFF Local 890 and under 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 to Regular Session at 7:52pm.

Vice President Gourley made a motion to amend the agenda to include item 6.a A Vote on Grievance 15-01, seconded by Director Jones, carried unanimously.

a. Vote on Grievance 5-01

Vice President Gourley made a motion to deny Grievance 15-01, seconded by Secretary-Treasurer Thomas, carried unanimously. Attorney Hedlund will facilitate the written response to Local 890.

7. Approval of Minutes

a. January 28th Regular Session Minutes

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

8. Financial Reports

a. January 2015 Report

Phil Hull presented the January financial report. He commented that the formally South Valley accounts have been updated to Washington Federal accounts and the US Bank accounts have been added. He then proceeded through the monthly report. He indicated that Revenue is at 87.3% and Expenditures are at 59%, at 59% of the way through the year. Vice President Gourley made a motion to approve the January report, seconded by Secretary-Treasurer Thomas, carried unanimously.

b. Ratification of January 2015 Bills

Vice President Gourley made a motion to ratify the January 2015 bills, seconded by Director Jones, carried unanimously.

c. January EMS Billing Report

Chief Keady presented that January EMS Billing report. He indicated that billing is tracking fairly close to the budgeted revenue projections. President Storey asked how the write-offs were going. Chief Keady reported that they are leveling out and keeping in line with where they should be. Vice President Gourley made a motion to accept the January EMS Billing report, seconded by Secretary-Treasurer Thomas, carried unanimously.

9. Old Business

a. Potential Levy

Chief Spradley reported that another Labor/Management meeting has been held to specifically discuss a potential levy in November 2015. Some alternate ideas did come up during this meeting as to what would be included in this Levy. The Board suggested getting information out to the public immediately following the May 2015 election. President Storey indicated that the Board would like to receive an update every month.

10. New Business

a. Review Proposal from HR Answers

The Board reviewed a proposal from HR Answers to conduct an audit of the Fire District Human Resources policies and procedures. Following the audit, they will present suggestions on how to move forward with creating/updating the Fire District HR policies, specifically geared towards the non-represented employees. The Board consensus was that Chief Spradley should move forward with the proposal.

11. Informational Reports

Administration

a. January Web Site Statistics

The Board reviewed the web site statistics.

b. Thank You Letters Received

The Fire District received a couple of thank you letters over the last month.

c. Fire Chief's Community Activity Memo

Chief Spradley presented his monthly report. He commented that he attended Police Chief Hunter's retirement farewell. He also attended the Board of County Commissioners meeting with Chief Holster from Chiloquin to review taxation and finance issues.

d. Other reports of the Fire Chief

Chief Spradley reported that the purchase was completed of the approved used ambulance for \$5,000. It is currently in the process of being placed into service. Chief Spradley commented that he went to Salem earlier in the month to participate in the OEM tabletop crude oil drills. He has authorized the purchase of the new computers that were budgeted for this fiscal year. The Fire District has put together a Social Media Team to move forward with using Social Media for the Fire District.

Operations

a. Incident Activity through January 31, 2015

Chief Spradley reported that there have not been any major fires over the past month, but the overall call volume continues to increase.

Training/Ambulance

a. February Training Calendar

The Board reviewed the training the calendar for the month of February. He reminded the Board of Directors that the New Hire Badge Pinning ceremony will be Thursday the 19th at 5:00pm.

b. January Training Statistics

Training hours for the month of January were less than what they were projected to be.

c. Training Chief Community Activity Memo

Chief Keady presented his monthly report. He reported that seven employees will be attending the Winter Fire School in Salem. This training is a virtually no cost to the Fire District. The Board did not have any questions on Chief Keady's report.

Prevention

a. Fire Marshal Community Activity Memo

Chief Rice presented his monthly report. He reported on several inspections that he conducted over the past month. He also provided a follow-up on a series of six fires that previously occurred.

12. Public Comment

There were no public comments.

13. Adjourn to Executive Session

Vice President Gourley made a motion to adjourn the Regular Board meeting, seconded by Secretary-Treasurer Thomas, carried unanimously. The Board adjourned to Executive Session at 8:35pm.

14. 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) (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, 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, March 18, 2015 at 7:00 PM.

BOARD MEMBERS SIGNATURES

PRESIDENT

VICE-PRESIDENT

SECRETARY / TREASURER

DIRECTOR

DIRECTOR