

Klamath County Fire District No. 1
Board of Directors
Regular Meeting Minutes
6 p.m., Tuesday, July 17, 2018
Central Fire Station
143 N. Broad Street, Klamath Falls, OR 97601

1. Call Meeting to Order

President Storey called the meeting to order at 6 p.m.

2. Pledge of Allegiance

President Storey led the Board and attendees in the Pledge of Allegiance.

3. Roll Call of Directors

Present:

Gloria Storey, President

Mike Jones, Vice President

Dennis Thomas, Secretary-Treasurer

Ernest Palmer, Director

Absent:

Gene Rogers, Director

4. Approval of the Agenda

Vice President Jones made a motion to approve the Agenda, seconded by Secretary Treasurer Thomas, motion carried unanimously.

5. Public Comment

None

6. Approval of Minutes

a. June 19 2018, Regular Meeting Minutes

Director Palmer made a motion to approve the June 15, 2018, Regular Meeting Minutes, seconded by Vice President Jones, motion carried unanimously.

7. Financial Reports

a. June 2018, Report

Finance Officer Phil Hull presented the June 2018, Financial Report. Revenue was at 103.9% while expenditures were at 89.3% with 100% of the fiscal year complete.

The was a general discussion of financial position for the District.

Secretary Treasurer Thomas made a motion to approve the June 2018, Financial Report, seconded by Vice President Jones, motion carried unanimously.

b. Ratification of June 2018, Bills

Director Palmer made a motion to approve the ratification of the June 2018, Bills, seconded by Vice President Jones, motion carried unanimously.

c. June 2018, EMS Billing Report

DC Brown presented the June 2018, EMS Billing Report. The Billing office had a good month and ended the year well. It is intended to continue to do better in the next year.

Vice President Jones made a motion to approve the June 2018, EMS Billing Report, seconded by Secretary Treasurer Thomas, motion carried unanimously.

8. Unfinished Business

None

9. New Business

a. Election of Board Officers (President, Vice President, Secretary/Treasurer)

Director Palmer nominated Gloria for Board President, Mike Jones for Board Vice President, and Dennis Thomas as Secretary-Treasurer.

Director Palmer made a motion to keep the Officers as is, seconded by Vice President Jones, carried unanimously.

b. Review and Adopt Board Policy Chapter 3.3 "Director Code Conduct"

Vice President Jones made a motion to adopt Board Policy Chapter 3.3 "Director Code of Conduct," seconded by Director Palmer, carried unanimously.

c. Review Board Policy 3.4 "Director Conflict of Interest" and Collection of Director's "Statement of Acknowledgement"

The Board reviewed policy 3.4 and each signed a Statement of Acknowledgement.

d. Review of Audit Services RFP process and appoint a Board member to the Selection Committee

Chief Spradley explained the process that was used for the RFP for auditor services. Three (3) proposals were received, one (1) local and two (2) out of town. The bids have not been reviewed. A board member must be assigned to the Selection Committee.

Vice President Jones made a motion to elect President Storey to the Selection Committee, seconded by Director Palmer.

Director Palmer made a motion to authorize the Selection Committee to award a contract with an auditing firm that meets the qualifications, seconded by President Storey, carried unanimously.

e. Resolution 18-03 – A Resolution Extending Workers' Compensation Coverage to cover Resident Student Program

Chief Spradley presented Resolution 18-03, a resolution to extend workers' compensation coverage to cover the Resident Student Program.

Director Palmer moved to approve Resolution 18-03, seconded by Secretary Treasurer Thomas, carried unanimously.

f. Request to surplus a 2005 Ford E450 Life Line Ambulance

DC Brown presented a request to surplus a 2005 Ford E450 Life Line Ambulance.

Vice President Jones moved to approve to surplus the 2005 Ford E450 Life Line Ambulance, seconded by Secretary Treasurer Thomas, carried unanimously.

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

g. SRGP Grant Contract

DC Andresen presented and explained the SRGP Grant Contract for the Station 1 rehabilitation. Attorney Hedlund had not had a chance to review the contract prior to the Board Meeting. It was recommended to allow the Fire Chief to sign the contract. Various details were discussed regarding the grant and construction process.

Director Palmer moved to accept the SRGP grant and approve the Fire Chief to sign the grant contract, seconded by Vice President Jones, 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

Fire Chief

a. Fire Chief's Activity Memo June-July

Chief Spradley noted that he is working with Chaplain Roberts to bring on a second chaplain. There was discussion regarding the rest of his report.

b. Thank You Cards

There were several thank you cards reviewed.

Division Chief - Operations

a. DC-Operations Activity Memo June-July

DC Hitchcock noted work with the HazMat Team and upcoming training. He also commended Operations personnel on how well they handled the Link River Fire. Hitchcock noted Emergency Reporting training that was provided by Celeste to all personnel. This program will replace the current SharePoint program.

b. Incident Activity through June 30, 2018

There were no questions.

Division Chief - EMS

a. DC-EMS Activity Memo June-July

DC Brown noted taking delivery of the new ambulance and placing it in service. He also reviewed his work with KCC.

b. July 2018, Training Calendar

DC Brown reviewed the training calendar.

Division Chief - Fire Marshal

a. Fire Marshal Community Activity Memo June-July

DC Andresen assisted DC Brown in taking delivery of the new ambulance. He noted finishing Leadership Klamath. He gave a presentation on the Link River Fire. Director Palmer commended the District on how the Link River Fire was handled.

DC Andresen announced to the Board his intent to resign his position.

11. Public Comment

None

12. **Adjourn and move into Executive Session** (*The Board will not reconvene to regular session.*)
Vice President Jones made a motion to adjourn to Executive Session, the motion was seconded by Secretary Treasurer Thomas, motion carried unanimously.


The regular meeting was adjourned to Executive Session at 7:24 p.m.

13. **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. Executive Session began at 7:31 p.m. and adjourned at 7:45 p.m.

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, August 21, 2018, at 6 p.m.

BOARD MEMBERS SIGNATURES

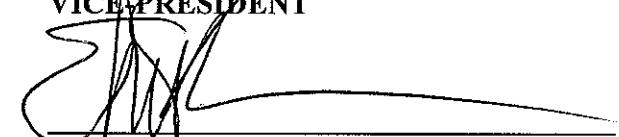


PRESIDENT



VICE PRESIDENT

SECRETARY / TREASURER



DIRECTOR

DIRECTOR