

Klamath County Fire District No. 1
Board of Directors
Regular Meeting Minutes
6 p.m., Tuesday, September 18, 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 6:00 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

Gene Rogers, Director

Ernest Palmer, Director

4. Approval of the Agenda

Director Palmer made a motion to approve the Agenda, seconded by Secretary-Treasurer Thomas, motion carried unanimously.

5. Public Comment

None

6. Approval of Minutes

a. August 21, 2018, Regular Meeting Minutes

Director Palmer made a motion to approve the August 21, 2018, Regular Meeting Minutes, seconded by Vice President Jones, motion carried unanimously.

7. Financial Reports

a. August 2018, Report

Finance Officer Phil Hull presented the August 2018, Financial Report. YTD revenue was at \$482,703.48 while YTD expenditures were at \$2,605,160.30 with 17% of the fiscal year complete. There was a general discussion of financial reports for the District. There was a brief discussion regarding new numbering scheme for apparatuses in financials. This will increase accuracy of identifying and connecting vehicles to financials.

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

b. Ratification of August 2018, Bills

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

c. August 2018, EMS Billing Report

DC Brown presented the August 2018, EMS Billing Report.

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

8. Unfinished Business

- a. Review Board Policies 3.3 “Director Code of Conduct” and 3.4 “Director Conflict of Interest” and Collection of Director’s “Statement of Acknowledgement” from Director Rogers

9. New Business

- a. Authorization to Accept AFG Regional SCBA Grant

Chief Spradley mentioned District had applied for SCBA grant in the past and had some experience with this particular grant, thus making it a bit easier to navigate the process. The most significant push for the grant is to replace self-contained breathing apparatus equipment purchased in 2004. This will provide a win-win situation for standardizing equipment. KCFD1 will be responsible for ensuring proper administration and maintenance for the grant and equipment. The estimated eligibility for KCFD1 is approximately 40% of the total based off of the application process.

Director Palmer made a motion to approve SCBA Grant, seconded by Secretary-Treasurer Thomas, motion carried unanimously.

- b. Fire Prevention Week Proclamation

KCFD1 has robust plans for Prevention Week beginning October 7, 2018, with a Fire Prevention Extravaganza on October 14, 2018.

Vice President Jones made a motion to approve Fire Prevention Extravaganza, seconded by Director Rogers, motion carried unanimously.

- c. Surplus 2005 LifeLine Ambulance

Chief Brown reported there is a significant amount of mileage on this vehicle and continues to have problems. Chief Brown would like to offer the Sheriff’s department a purchase price of \$1500.00. If not accepted, Chief Brown requested to put on govdeals.com. Director Palmer suggests a possible donation to the Sheriff’s department.

Vice President Jones made a motion to approve Surplus 2005 LifeLine Ambulance, seconded by Director Rogers, motion carried unanimously.

- d. Surplus 2001 Ford Taurus

Chief Spradley reported this vehicle has been the Chaplain’s for the last ten years and is not suitable for safety reasons. President Storey suggested researching selling price.

Director Palmer made a motion to approve Surplus 2001 Ford Taurus, seconded by Secretary-Treasurer Thomas, motion carried unanimously.

10. Informational Reports

Fire Chief

President Storey raised the topic of Chief Spradley’s renewal of contract in relation to the 90-day notification requirement. The board intends to renew Chief Spradley’s contract. Chief Spradley intends to renew his contract with the District. No action needed at this time.

- a. Fire Chief's Activity Memo August-September
President Storey inquired about Fire Marshal process status. Chief Spradley informed the board of the withdrawal of one of the two candidates from the process. Chief Spradley expressed the qualifications of both candidates were outstanding and he is confident that the District still has a viable candidate for FM. Director Palmer expressed both candidates were extraordinary on the telephone interviews. Chief Spradley reviewed the process agenda and covered the list of evaluators participating in the process.
- b. Thank You Cards
Bill and Marilyn Pile
- c. SRGP Update
Nothing significant to report at this time.
- d. Fire Marshal Recruitment Update
First task of the Fire Marshal will be to hire a Deputy Fire Marshal and get up to speed with building inspections, as well as, other components of Fire and Life Safety program. Chief Spradley invited Board Members to attend luncheon for FM process on Thursday, September 20th at KCC.

Division Chief – Operations

- a. DC-Operations Activity Memo August-September
Chief Spradley reported DC Hitchcock is participating in training and was unable to attend this meeting. Labor relations are good with trust and communication being built between the parties.
- b. Incident Activity through August 31, 2018
Chief Spradley commented on the importance of HazMat training with Klamath Falls being a major thoroughfare for rail and highway transportation of hazardous materials. Chief Spradley reported on conflagration/Strike Team participation and emphasized continued need for Strike Team training.
- c. Update on Recent Deployments
Chief Hitchcock was deployed for Wildland Fire training opportunity to Watson Creek with Chief Ketchum from Keno for 10 days. The Watson Creek fire impacted 60,000 acres of wildland. Chief Hitchcock was exposed to various aspects of on-site Interagency coordination, Fire Camp, structure protection and evaluation, as well as, execution of incident command structure.

Division Chief - EMS

- a. DC-EMS Activity Memo August-September
DC Brown was assigned to Watson Creek fire from 8/16-8/29 as part of the Type 3 Overhead team. This incident quickly turned into a Type 2 event and he learned several new skills that he will bring back to the Type 3 team. DC Brown had a lot of tasks signed off for Planning Session Chief. He hopes to be fully ready for the position next year. Once he returned from the deployment, there was an Active Shooter exercise at KCC that required planning. In addition, there was a meeting with Kingsley FD Chiefs on conflagration deployments and wildland fire training. Chief Brown is bringing the training back to our people which can be applied to our personnel's Red Cards.
- b. September 2018, Training Calendar
Chief Hitchcock will be scheduling the Fire training and Chief Brown will work on Rescue and EMS side of training calendar. Activities are filling in on both sides and there will be a full calendar in October.

c. Update on Resident Student Program

All students have completed Firefighter I, HazMat Operations and Basic Wildland Firefighter. There are three student trainees in KCFD1 program. Students will be riding on engines. Chief Spradley mentioned there will be a follow-up meeting with Labor to work through any issues with bringing on students. This is a two year Associates Degree Program and KCFD1 reimburses up to \$4500/year tuition and provides a place to live during this time.

Division Chief – Fire Marshal

a. Fire Prevention Updates

Chief Spradley reported Fire Prevention will be ramping up with the arrival of new Fire Marshal and that hiring of a new Deputy Fire Marshal is on the priority list for the first part of 2019.

11. Public Comment

None

12. Adjourn and move into Executive Session *(The Board will not reconvene to regular session.)*

Director Palmer made a motion to adjourn to Executive Session, the motion was seconded by Vice President Jones, motion carried unanimously.

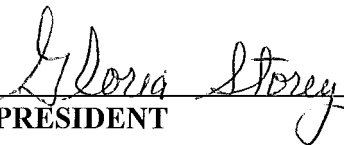
The regular meeting was adjourned to Executive Session at 7:19 p.m.

13. Executive Session

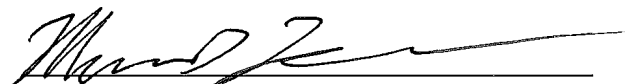
Under section 192.660 (2) (h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. Executive Session began at 7:25 p.m. and adjourned at 7:58 p.m.

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, October 16, 2018, at 6 p.m.

BOARD MEMBERS SIGNATURES



PRESIDENT




VICE-PRESIDENT



SECRETARY / TREASURER



DIRECTOR



DIRECTOR