

**Klamath County Fire District No. 1  
Board of Directors  
Regular Meeting Minutes  
6 p.m., Tuesday, October 16, 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**

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

**5. Public Comment**

None

**6. Approval of Minutes**

a. September 18, 2018, Regular Meeting Minutes

Director Palmer made a motion to approve the September 18, 2018, Regular Meeting Minutes, seconded by Director Rogers, motion carried unanimously.

**7. Financial Reports**

a. September 2018, Report

Finance Officer Hull was on vacation so Fire Chief Spradley presented the September 2018, Financial Report. Current Year Cash Balance is \$1,002,607.75. KCFD1 Foundation total is \$64,313.20. YTD revenue was at \$675,861.18 while YTD expenditures were at \$3,430,061.54. There was a general discussion of financial reports for the District. There was a brief discussion regarding overtime. President Storey requested auditors separate out reimbursement from conflagrations that can be offset in account. Director Rogers requested separate OT for conflagrations from regular OT. Chief Spradley suggested including a line called "Conflagration OT".

Vice President Jones made a motion to approve the September 2018, Financial Report, seconded by Director Rogers, motion carried unanimously.

b. Ratification of September 2018, Bills

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

c. September 2018, EMS Billing Report

DC Brown presented the September 2018, EMS Billing Report. President Storey requested adding 3-month snapshot with “Billed” and “Received” for each of the three months. This would replace page 23. Chief Spradley suggested adding a column that would show previous year as well.

Vice President Jones made a motion to approve the September 2018, EMS Billing Report, seconded by Director Palmer, motion carried unanimously.

**8. Unfinished Business**

- a. None

**9. New Business**

Contract Review Board

- a. EMS Billing Services Agreement with KCFD4. Discussion regarding purchase of additional software through Zoll and history of EMS billing at KCFD1. Historically, EMS billing has had significant turnover and currently has one dedicated billing position. Partnering with KCFD4 would increase efficiencies in EMS billing. Chief Brown to present contract in draft form to KCFD4. Chief Spradley suggested a review every 6 months. President Gloria Storey questioned the possibility of legal issues. Attorney Hedlund to insert a Hold Harmless Claim into the Agreement with KCFD4.

Director Palmer made a motion to move forward with concept, subject to legal approval. Secretary-Treasurer Thomas seconded, motion carried unanimously.

**10. Informational Reports**

Fire Chief

a. Fire Chief's Activity Memo September-October

Chief commended participation and efforts of KCFD1 personnel at Fire Prevention Extravaganza over the weekend. Discussion of wildland fire that developed at the end of the day on Sunday and update on its current status. DC Brown was involved in developing a quasi-type 3 incident management team. Approximately 250 bodies are still involved in fighting the fire that has burned 500 acres. Chief noted the passing of Fire Chief, Glenn Harman of Rocky Point. President Storey suggested some of the Chief's activity report would carry over into Executive Session.

b. SRGP Update

Nothing significant to report at this time.

c. Fire Marshal Recruitment Update

The Fire Marshal candidate (Brandon Thueson) is scheduled for psychological evaluation and physical this week. Anticipated start date could be November 1<sup>st</sup>; however, more than likely will be November 15<sup>th</sup> pending successful test results and acceptance of Final Offer.

Division Chief – Operations

a. DC-Operations Activity Memo September-October

Chief Spradley reported DC Hitchcock is participating in EMT class to obtain his EMT certification and will miss several meetings for the next few months as a result. Chief Hitchcock participated in Dirty Pelican Race, along with Chief Owens and Chief Brown. The race benefits local charities.

b. Incident Activity through September 30, 2018

President Storey noted that calls for service are down slightly from 2017.

Division Chief - EMS

a. DC-EMS Activity Memo September-October

Chief Brown noted the State EMS Conference and physician changes regarding Recording Information and Training. He also responded to a structure fire incident in Chiloquin which resulted in a civilian fatality. Student residents had busy month and are getting a ton of experience. The student assigned to C Shift witnessed successful CPR incident.

b. October 2018, Training Calendar

Note: WOD stands for "Workout of the Day". Division Chiefs will be participating in HazMat training classes in upcoming months of November and December.

Division Chief - Fire Marshal

a. Fire Prevention Updates

Chief Spradley reported on Fire Prevention activities and that currently keeping up with Alarm Systems inspections are a top priority.

**11. Public Comment**

Director Rogers donated gear to go on mobilization assignments with KCFD1. The gear included survival "Go" bags and other items that had been collected over the years by a family member who recently deceased. Director Rogers would like the gear to stay within the Fire District.

**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 Director Rogers, motion carried unanimously.

The regular meeting was adjourned to Executive Session at 7:13 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 7:19 p.m. and adjourned at 8:34 p.m.

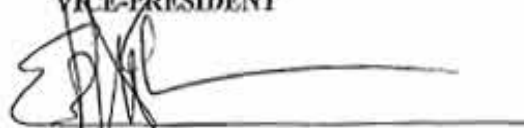
The next regularly scheduled meeting of the Klamath County Fire District No. 1 Board of Directors will be at the Central Fire Station, 143 N. Broad Street, Klamath Falls, OR 97601 on Tuesday, November 20, 2018 at 6 p.m.

**BOARD MEMBERS SIGNATURES**

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
VICE-PRESIDENT

  
\_\_\_\_\_  
SECRETARY / TREASURER

  
\_\_\_\_\_  
DIRECTOR

  
\_\_\_\_\_  
DIRECTOR