

Klamath County Fire District No. 1
Board of Directors
Regular Meeting Minutes
6 p.m., Tuesday, March 19, 2019
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
Ernest Palmer, Director
Gene Rogers, Director
- 4. Approval of the Agenda**
President Storey requested to amend the Agenda for Executive Session and delete item (2) (i). Vice President Jones made a motion to amend the agenda for Executive Session and delete item (2) (i), seconded by Director Palmer, motion carried unanimously.
- 5. Public Comment**
None
- 6. Approval of Minutes**
 - a. February 19, 2019, Regular Meeting Minutes
Director Palmer made a motion to approve the February 19, 2019 Regular Meeting Minutes, seconded by Vice President Jones, motion carried unanimously.
- 7. Financial Reports**
 - a. February 2019, Report
Finance Officer Phil Hull presented the February 2019, Financial Report. There was a general discussion of financial reports for the district. Director Rogers commented on the excellent OT reimbursement of \$178,000. YTD revenue was at \$10,117,041.26 while YTD expenditures were at \$7,568,608.96 with 67% of the fiscal year complete.

Vice President Jones made a motion to approve the February 2019, Financial Report, seconded by Secretary-Treasurer Thomas, motion carried unanimously.
 - b. Ratification of February 2019, Bills
Director Rogers made a motion to approve ratification of the February 2019, Bills, seconded by Director Palmer, motion carried unanimously.

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- c. February 2019, EMS Billing Report
DC Brown presented the February 2019, EMS Billing Report.

Director Palmer made a motion to approve the February 2019, EMS Billing Report, seconded by Secretary-Treasurer Thomas, motion carried unanimously.

8. **Unfinished Business**

- a. Generator Follow-up—FM Thueson
FM Thueson has been working with Vice President Jones on wattage, pad and resolving size issues. General discussion regarding work that still needs to be done. FM Thueson stated that they are close to being able to update proposals and bring to the Board for review.
- b. SRGP update—FC Spradley
FC reported that Kelsie Randall has been chosen as the Project Manager and is already making significant progress. Kelsie has a solid background in projects and has drafted a timeline for the project. FM Thueson is meeting with Kelsie on Fridays and helping “dial in” the timeline. The cost is reasonable and Kelsie submits paperwork for reimbursement in a timely manner.
- c. Budget Committee—FC Spradley
FC reported that all budget committee members will be participating in meeting on May 22nd. An additional follow-up meeting is scheduled for May 31st, if necessary.

9. **New Business**

- a. Board of Directors Manual
FC presented options for the Board of Directors manual with an option for a District provided iPad. Director Palmer and Director Rogers have personal iPads that they are willing to use for Board work. Secretary-Treasurer Thomas will check at home to see if he has an iPad. President Storey chose to obtain one at this time. Vice President Jones expressed that he would like to have an iPad to use for District purposes. FC Spradley stated that he would keep a paper copy updated and available for review at each meeting as a reference. Vice President Jones made a motion that if a Board member would like an iPad, they have permission to contact Central Fire Station and obtain one through the I.T. Department, seconded by Secretary-Treasurer Thomas, motion carried unanimously.

10. **Informational Reports**

Fire Chief

- a. Fire Chief's Activity Memo February
FC has been reviewing updates to codes for protected and unprotected areas in Klamath County. FC met with Board of County Commissioners and they shared concerns with him regarding possibility of situations like Paradise, CA happening in Klamath area. FM Thueson commented that several focus groups came out of the work session with BOCC. Vice President Jones asked about meeting with Chief Owens at Kingsley regarding mutual aid. FC stated that they are approved for in-state conflagration response, but not out-of-state.
- b. Thank you Notes
None

Division Chief – Operations

- a. DC-Operations Activity Memo February
DC Hitchcock reports Labor Management Negotiations and Training have been time consuming. DPSST Vertical Ventilation training for structure fires has been arranged at Station 2 with Captain VanEssen.

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b. Incident Activity through February 28, 2019

General discussion regarding highlighting facilities that have false alarms to cut down on the number of alarms. Steve Hedlund asked about the difference between false alarm and system operating as designed (ex. alarm going off for burnt popcorn) vs. true emergency. DC Brown commented on lift assist as good intent calls. Chief Spradley states that the District has methodology to charge for lift assist calls.

c. FF/EMT New Hires

Firefighter Academy and graduation were very successful with Firefighter Sonneman's leadership.

Division Chief - EMS

a. DC-EMS Activity Memo February

DC Brown assisted Kingsley with new hire process and participated in OFCA Roundtable. DC Brown mentioned his role on the Ambulance Advisory Committee. President Storey inquired about college student program progress. General discussion followed.

b. April 2019, Training Calendar

c. KCC/ERO update

General discussion regarding KCC followed.

Division Chief - Fire Marshal

a. FM Community Activity Memo February

FM Thueson commented on nuisance alarms and he is working with Operations as a joint issue to have systems corrected in a timely manner. FM Thueson mentioned the WUI session and Labor Negotiations during his activity report. FM Thueson attended the Home and Garden Show and was positively impacted by the opportunity to interact with families on basic fire prevention. FM Thueson would like to have a booth next year and may want to partner with other departments. FC Spradley commented on the positive impact FM Thueson has already brought to the community since he joined the District. FM Thueson commented on Deputy Fire Marshal recruiting process. HR and FM have been methodically working through the development of job description and process. Outreach to other departments has been successful in developing the job description.

b. SRGP update

The District has obtained a Project Manager, Kelsie Randall. FM Thueson will meet with her weekly on Friday mornings for project updates and progress.

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

Motion to adjourn by Director Rogers, seconded by Vice President Jones, motion carried unanimously.

The regular meeting was adjourned to Executive Session at 6:55 p.m.

12. Executive Session

Under section 192.660 (2) (d) to conduct deliberations with person designated by the governing body to carry on labor negotiations; and 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 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, April 16, 2019, at 6:00 p.m.

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BOARD MEMBERS SIGNATURES

Gloria Storey

PRESIDENT

Mark [unclear]

VICE-PRESIDENT

[unclear]

SECRETARY / TREASURER

Sam [unclear]

DIRECTOR

[unclear]

DIRECTOR

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