

Klamath County Fire District No. 1
Board of Directors
Regular Meeting Minutes
6 p.m., Tuesday, May 21, 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

Director Palmer made a motion to approve the Agenda, seconded by Director Rogers, motion carried unanimously.

5. Public Comment

None

6. Approval of Minutes

a. April 16, 2019 Regular Meeting Minutes

Secretary Treasurer Thomas made a motion to approve the April 16, 2019 Regular Meeting Minutes, seconded by Director Rogers, motion carried unanimously.

b. May 7, 2019 Special Meeting Minutes

Director Palmer made a motion to approve the May 7, 2019 Special Meeting Minutes, seconded by Director Rogers, motion carried unanimously.

7. Financial Reports

a. April 2019 Report

Finance Officer Phil Hull presented the April 2019, Financial Report and invited questions from board members. President Storey indicated Lodging and Meals expenses seemed high and asked how reimbursements are calculated. There was a general discussion regarding GSA rates, first and last day meal reimbursement and overall budget for training purposes.

Vice President Jones made a motion to approve the April 2019 Financial Report, seconded by Secretary Treasurer Thomas, motion carried unanimously.

b. Ratification of April 2019 Bills

Director Palmer made a motion to approve ratification of the April 2019 Bills, seconded by Vice President Jones, motion carried unanimously.

- c. April 2019, EMS Billing Report
DC Brown presented the April 2019 EMS Billing Report and stated Carter Jones has reimbursed KCFD1 as per agreement for overcharges to the District.

Director Rogers made a motion to approve the April 2019 EMS Billing Report, seconded by Director Palmer, motion carried unanimously.

8. **Unfinished Business**

- a. SRGP update-FM Thueson
FM Thueson reported that they are waiting for "Challenge" period regarding A & E proposals before moving forward w/contract negotiations. Overall, the project is moving forward.

9. **New Business**

- a. Resolution 19-01 - Adopt Supplemental Budget fiscal year 2018-2019
President Storey requested a motion to read the Resolution by title only -Adopt Supplemental Budget for fiscal year 2018-2019 for Klamath County Fire District No. 1. Vice President Jones made a motion to read resolution 19-01 by title only, seconded by Director Rogers, motion carried unanimously. Phil Hull read Resolution 19-01 for the Board. Director Palmer made a motion to approve Resolution 19-01, seconded by Vice President Jones, motion carried unanimously.
- b. Approve DC Thueson as Authorized Signer
Secretary Treasurer Thomas made a motion to approve amended list of authorized signers to include FM Thueson as an authorized signer, seconded by Vice President Jones, motion carried unanimously.
- c. Approval to Sign Audit Engagement Letter
Director Palmer commented that the cost of audits can be burdensome to the District. President Storey and FC Spradley reaffirmed that audit costs are negotiated according to market value and lowest bid vendor. Director Palmer made a motion to approve FC Spradley signature on Audit Engagement Letter, seconded by Vice President Jones, motion carried unanimously.
- d. Appoint Greg Williams to Budget Committee
Director Palmer made a motion to appoint Greg Williams to Budget Committee, seconded by Director Rogers, motion carried unanimously.

10. **Informational Reports**

Fire Chief

- a. Fire Chief's Activity Memo April
FC Spradley reviewed activities for the month of April. General discussion followed regarding OFCA Conference, Wildland Program, Insurance Renewal Meeting and Inter County Mutual Aid Meeting.
- b. Thank you Notes
FC Spradley presented two thank you notes for the District. President Storey also confirmed her thank you note to the District was received.

Division Chief – Operations

- a. DC-Operations Activity Memo April
DC Hitchcock presented monthly activity report. General discussion followed regarding lunch with AirLink, Wildfire Planning Conference, OFCA Spring Conference, Managing Discipline Course and Operation Prom Night. DC Hitchcock reports that teams are getting stronger with a cohesive strategy

focused on suppression. DC's Brown and Thueson accompanied on a walk-through of Columbia Plywood on May 6th.

b. Incident Activity through April 30, 2019

DC Hitchcock provided a general review of the Incident Activity Report.

Division Chief - EMS

a. DC-EMS Activity Memo April

DC Brown presented monthly activity report. He commented on Budget Preparation and CBA Negotiations. EMS hiring process has been completed. There will be 2 new EMT's and 2 new Paramedics joining KCFD1 effective June 1, 2019. DC Brown mentioned new equipment/bag system. GEMT project will involve a lot of work with Phil Hull and will need to be completed by July 31, 2019.

b. June 2019, Training Calendar

Division Chief - Fire Marshal

a. FM Community Activity Memo April

FM Thueson reported on the SRGP Meeting, Interra Data Lab conference call, EMT Refresher Course and Deputy Fire Marshal testing process scheduled on June 20, 2019. DC Thueson commented on the Fire Marshal Conference and confirmed this event was a very positive experience. General discussion followed.

11. **Public Comment**

None

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

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


The regular meeting was adjourned to Executive Session at 6:50 p.m.

13. **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) (g) preliminary negotiations involving trade or commerce.

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, June 18, 2019, at 6:00 p.m.

BOARD MEMBER SIGNATURES



PRESIDENT

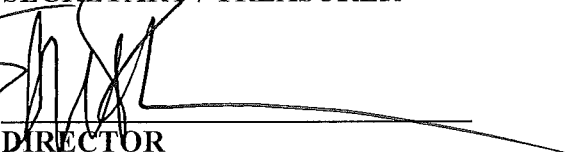
VICE-PRESIDENT



SECRETARY/TREASURER



DIRECTOR



DIRECTOR