

Illinois Valley Fire District

Board of Fire Commissioners

Regular Meeting Agenda

May 17, 2017

1. Call to Order - President Humphres
2. Flag Salute - (Please remove hats) President Humphres
3. Roll Call
4. Review of April 20th and May 5th, 2017 Minutes
5. Staff Reports:
 - Chief Hoke
 - Deputy Chief Gavlik
 - Div. Chief Ismaili
 - Div. Chief Sherman
 - CERT report
 - Executive Admin Paul:
6. Unfinished Business:
 - Levy – update
 - New Board Member/Re-Elected Board Members
7. New Business:
8. Board Items Not on the Agenda -
9. Monthly Media Video
10. Comments:
 - Public Comment
 - Board of Director Comment
 - President Comment
11. Suggestions for Next Meeting Agenda -
12. Budget Committee meeting June 8, 2017 @ 6:30 pm followed by BOD Meeting at 7:00 pm. at Admin Bldg
13. Adjournment

(The meeting location is accessible to persons with disabilities. Comments and/or Concerns must be submitted in writing. The Board reserves the right to hold an executive session at this meeting under the authority of ORS 192.660.)

Please turn off all Cell phones during this Business Meeting - Thank you

Illinois Valley Fire District Administration Office - 681 Caves Hwy. - Cave Junction - OR 97523

May 5, 2017

President Humphres called the meeting to order at 0800 hours.
Flag Salute was lead by President Humphres followed by Roll Call.

PRESENT: President Ron Humphres, Vice President Richard Bouchard, Fire Commissioner Edwin (Bob) Butler, Secretary Carol Dickson, Fire Commissioner Jerry Lamb, Chief Dennis Hoke, Deputy Chief Jeff Gavlik, Division Chief Kamron Ismaili, Division Chief Kris Sherman, Executive Administrator Jamie Paul, and District Secretary Paula LeMasters.

VOLUNTEERS: Joe Latva, Connie Hoke and Kris Ismaili.

PUBLIC PRESENT: Mr. Dickson, Joe Feldhaus, Robin Paulson, Pat Tibbs, Arlynn (last name unknown) and three (3) public – names unknown.

President Humphres clarified the purpose of this special board meeting as follows:

The purpose of this special Board of Director's meeting is to clarify an insurance policy for employees leaving the employment of Illinois Valley Fire District that was put into effect at the last board meeting (April 20, 2017). There was some discrepancy between the Board members on their understanding of the policy and if it would be retroactive to include Robin Paulson who had recently left the employment of the District. Some board members understood this policy would include Robin Paulson while others felt this was a policy that was being put into place and would not be retroactive to include Ms. Paulson.

The policy that was voted on and put into effect was:

Any paid employee who has worked for the District for ten years or more, and leaves in good standing, will get six months of medical insurance, for the employee only, paid by the District. This insurance will not include dental, short term, or long term disability, or life insurance. It will include vision and prescription providing this is part of the medical insurance policy.

After much heated discussion on this policy and how it would affect the District, now and in the future, Fire Commissioner Butler made a motion to rescind (revoke) the policy, in its' entirety. It was seconded by Secretary Dickson. Roll Call Vote – Yes unanimous.

President Humphres did at this time address the current insurance the District is providing for Robin. He made a motion to leave it in effect (employee only – no family coverage) until the end of May 2017, at which time the District will no longer pay for it. This motion was seconded by Fire Commissioner Bouchard. Roll call vote – Yes, 4/1. Secretary Dickson voted – No, President Humphres, Vice President Bouchard, Commissioner Lamb and Commissioner Butler – Yes.

CHIEF HOKE REPORT:

Chief Hoke did ask the board for a few moments to comment. He feels that throughout this process there were many mistruths, untrue perceptions, and loss of friendships. He freely admits to discussing bringing Ms. Paulson on as an independent contractor after she left the district to help with the transitioning of a new Administrator and said they did discuss the medical insurance coverage. He was very upset that the Board of Directors felt it necessary to threaten him with disciplinary action for

bringing this to the Boards attention. He felt since there was no policy in effect that it was necessary to get the Board of Director's involved.

BOARD COMMENT:

Secretary Dickson:

Secretary Dickson did state that she felt throughout this process that President Humphres had "undermined the effectiveness of the Board" and stated that she felt he was to blame for this issue. She alleged that he signed an agreement which he had no authority to sign (as a single board member) and did not inform the rest of the Board of Directors until Chief Hoke brought this matter to the attention of the Board. She stated that she felt he was using "bullying tactics" to get things to go the way he wanted them to go. She felt that his actions, by signing the document and then denying it, did nothing but bring mistrust and animosity to the other members of the Board. She stated that she felt he didn't understand his boundaries as a Board member and asked him to step down as Board President or resign his position with the Board of Directors all together.

At this time Secretary Dickson made a motion to have President Humphres removed as Chair Person. No Second to this motion. No vote.

President Humphres did take a moment to state that he had been on the Board of Director's for eight years and stated that "going behind the scenes" was for investigational purposes only. He stated that "he didn't do anything wrong" and would NOT be resigning his position.

Vice President Bouchard:

Vice President Bouchard also took a few moments to comment: He stated that President Humphres did call him concerning this issue. He felt that after discussion that Chief Hoke "did nothing wrong" and would not support disciplinary action against him. He also stated the he felt Mr. Humphres spent a lot of time trying to educate himself on how the Board of Directors should manage the Fire District. He also stated that some board training would be beneficial to him, so he would be better versed on how to handle Policy issues.

PUBLIC COMMENT:

Mr. Feldhaus did take a moment to comment. Since he had worked for the District in the past he did feel that there was a history of the District helping out ill or disabled (length of disability unknown) employees and he wanted the Board of Director's to understand this history.

Robin Paulson commented on this issue. She stated that she left the District due to a disability not by "quitting". She stated that her leaving the District was a personal choice due to the fact that she didn't have the ability to continue due to her illness and medical conditions. She stated that she had originally intended to leave the District on June 30th but due to a surgery her schedule got moved ahead. She also stated that she had every intention to help the new Administrator transition into the position but as this situation has gotten out of control she has stepped away from the District.

Next Board meeting is May 17, 2017 at the regular time of 1900 hours at the Administration Building.

This meeting was adjourned at 09:18 hours.

Respectfully submitted,

Board Secretary

Carole M. Dickson



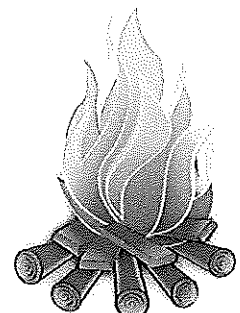
May Training Schedule 2017



Date	Battalion	Training	Location	Instructor
5/2/2017	All	Assoc. Meeting	Admin	President
	All	Environmental Emergencies	Admin	Gavlik
5/9/2017	All	Wildland Refresher	Admin	Gavlik
5/16/2017	All	Hose Packs / Progressive Lays	Sta. 1	Latva
5/23/2017	All	Mercy Flight Helicopter	Sta. 2	Gavlik
5/30/2017	All	Wildland / Structural Interface	Sta. 1	Kamron

Note:

"Environmental Emergencies" This will be our monthly EMS continuing education for the month covering Environmental Emergencies; **"Wildland Refresher"** will be our annual required wildland refresher training; **"Hose Packs / Progressive lays"** will be for reviewing how to use and deploy wildland hose packs and plumb a wildland fire; **"Mercy Flight Helicopter"** will be for reviewing how to assist in working with Mercy Flight when loading patients into the helicopter; **"Wildland / Structural Interface"** will be for practicing how to safely and effectively protect structures from an advancing wildfire event.





Illinois Valley Fire District

681 Caves Highway

Cave Junction, OR 97523

phone: 541-592-2225 • fax: 541-592-6122

www.ivfire.com

May 10, 2017

Board of Directors
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Merry Ann Eiler of P.O. Box 505, Selma, OR 97538, owner of the property at 500 Terrace Heights Dr., Selma, Map 38-07-34B TL 102, would like to be annexed into the Fire District.

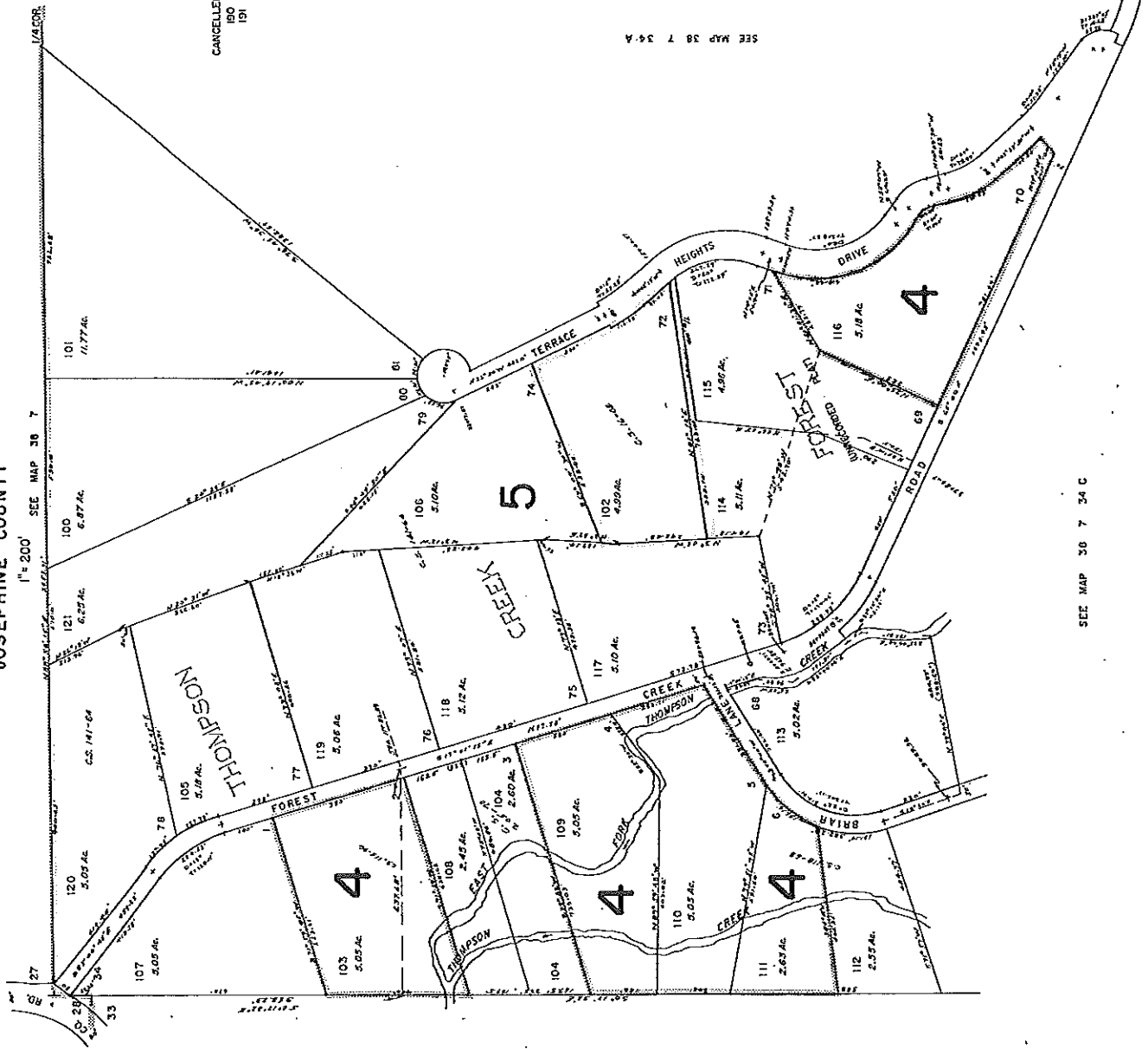
They will provide adequate driveway access or a signed non-compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

It is in the best interest of the Fire District that we annex the property.

See map attached.

Kamron Ismaili
Division Chief
Operations / Prevention
Illinois Valley Fire District

This map was prepared for
assessment purpose only.



CANCELED TL
100
101

SEE MAP 38 7 34 A

SEE MAP 30 7 34 C

SEE MAP 38 7



Illinois Valley Fire District

681 Caves Highway
Cave Junction, OR 97523
phone: 541-592-2225 • fax: 541-592-6122
www.ivfire.com

May 18, 2017

Board of Directors
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Carmody, Gary E & Carmody, Sandra J of 750 Garner Rd, Cave Junction, owner of the property at Garner Rd., Map 39-07-29 TL 400, would like to be annexed into the Fire District.

They will provide adequate driveway access or a signed non - compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

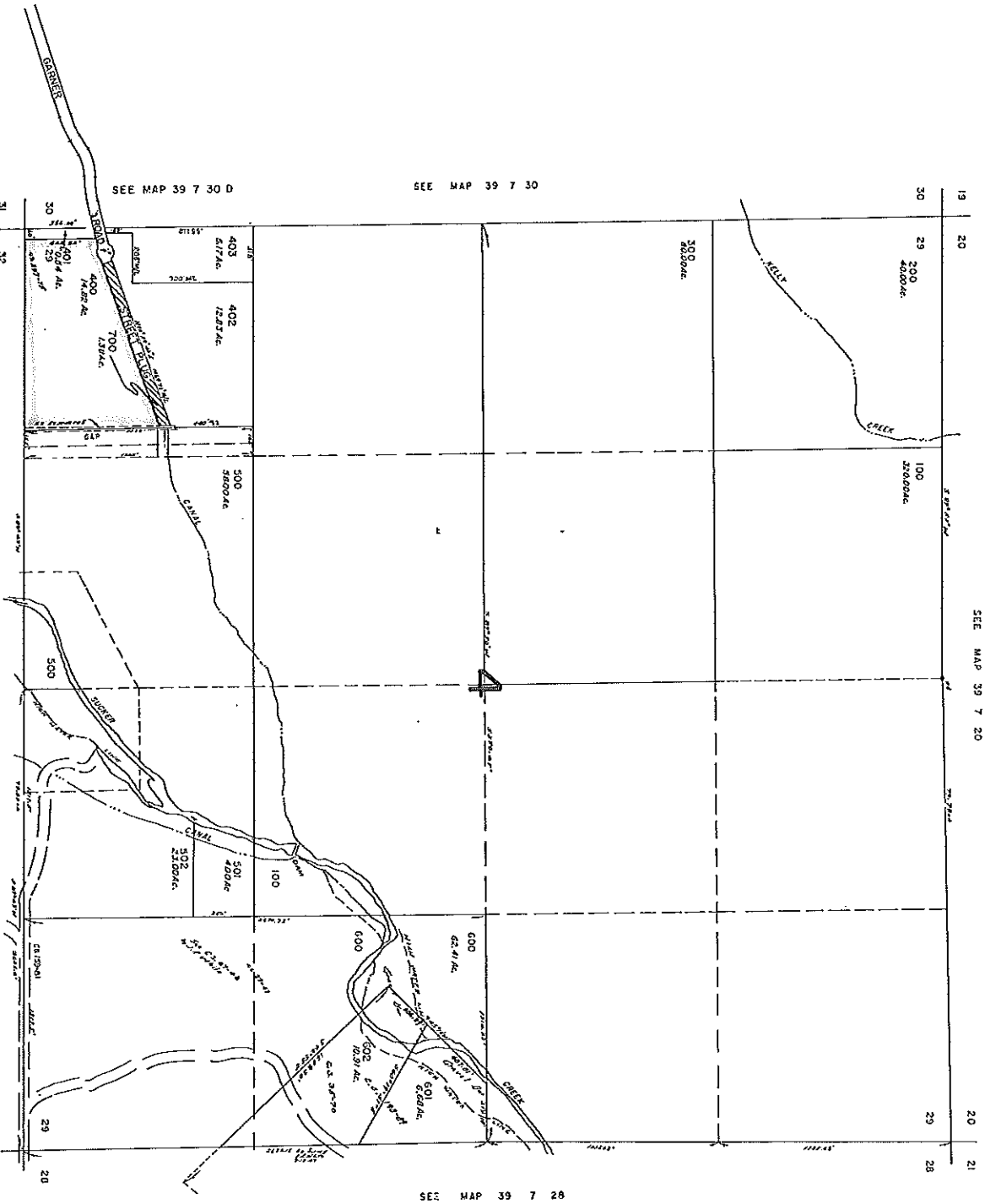
It is in the best interest of the Fire District that we annex the property.

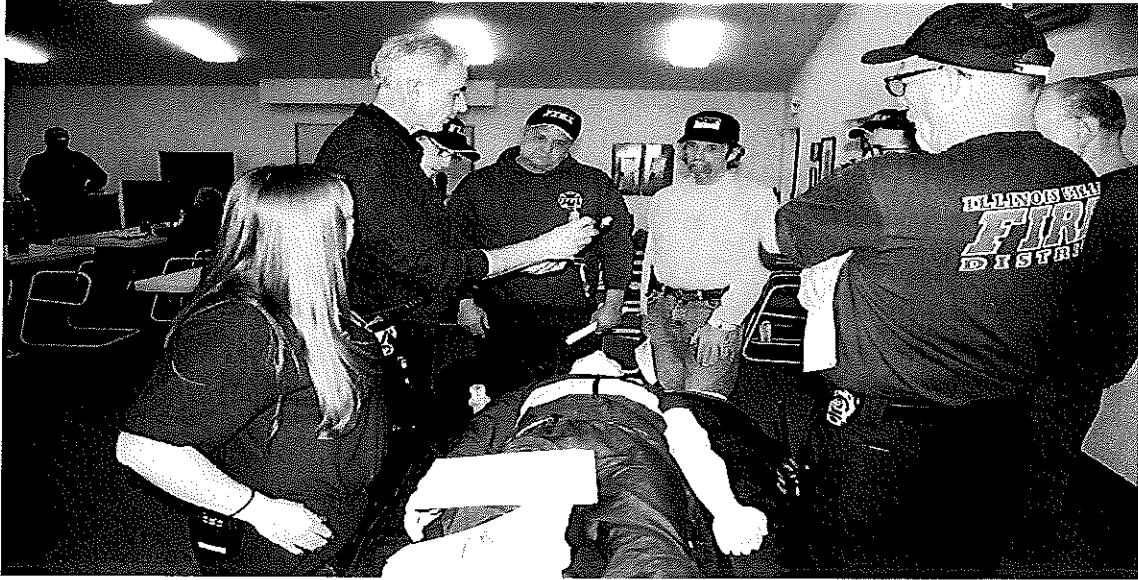
See map attached.

Kamron Ismaili
Division Chief
Operations / Prevention
Illinois Valley Fire District

This map was prepared for assessment purpose only.

1" = 400'





Maintenance Report April 2017

8905 Engine: Repair plumbing on tank valves and replace exhaust manifold gaskets.

8952 Command SUV: Replace heater hose assembly spark plugs, wiring harness clips for coil packs, tire sensor in right rear tire, service, and safety inspection.

8966 Brush Truck: Service, rotate tires, adjust rear brakes, have truck seat recovered, replace emergency lights on rear of truck, and safety inspection.

8943 Water Tender: Replace batteries and replace fuse in light bar.

8974 Service Truck: Service and safety inspection.

8951 Command SUV: Have transmission serviced and replace light bulb for license plate.

8954 Command SUV: Replace struts and safety inspection.

8977 Staff: Service, service rear differential, and safety inspection.

New Tender: Install exhaust shield, grab handles on exhaust shields, door decals, side and rear stripping, rear step ladder, battery charger, emergency radio and antenna, and program emergency radio.

Illinois Valley RFPD
Profit & Loss Budget vs. Actual
July 1, 2016 through May 15, 2017

Ordinary Income/Expense	Jul 1, '16 - May 15, 17	Budget
Income		
4010-00 · Current Taxes	1,042,323.86	1,199,565.00
4020-00 · Prior Taxes	43,343.20	47,000.00
4030-00 · Other Tax Offsets	730.97	0.00
Total 4630-00 · INTEREST INCOME	530.14	300.00
Total 4710-00 · Miscellaneous	58,690.04	101,244.43
4850-00 · Proceeds, Sale of Fixed Assets	13,000.00	4,000.00
Total Income	1,158,618.21	1,362,109.43
Gross Profit	1,158,618.21	1,362,109.43
Expense		
Fix it	0.00	0.00
1900-21 · AMT TO BE PROV - PERS	0.00	0.00
3600-21 · PERS REIMBURSEMENT PAYABLE	0.00	0.00
3600-30 · LEASE PURCHASE PAYABLE	0.00	0.00
4930-00 · GO ISSUANCE COSTS	0.00	0.00
5000-00 · Personal Services		
Total 5000-00 · Personal Services	655,115.64	790,991.43
6000-02 · Materials & Services		
6300-02 · Advertising	1,459.75	2,000.00
6310-02 · Answer/Dispatch Service	21,582.00	23,625.00
Total 6320-02 · Apparatus Maintenance	67,029.97	58,737.84
6330-02 · Audit Contract	9,900.00	10,000.00
6340-02 · Air Pack/Comp. Maintenance	6,498.00	5,000.00
Total 6350-02 · FEES	6,478.62	8,800.00
Total 6360-02 · Education, Travel, Training	13,042.49	12,000.00
6370-02 · Election/Budget Costs	780.00	8,000.00
Total 6380-02 · Fire Prevention / Investigation	3,703.87	6,500.00
6390-02 · Fuel & Lubricants	31,034.40	45,000.00
Total 6400-02 · Heating Fuel	4,155.89	14,000.00
Total 6410-02 · Insurance	33,326.00	34,000.00
Total 6430-02 · Office Supplies/Postage/Exp	8,289.97	8,000.00
Total 6450-02 · Power & Lights	18,271.53	23,000.00
6460-02 · Protective Clothing	8,725.85	40,000.00
6470-02 · Radio Maintenance	3,585.08	3,500.00
6480-02 · Station Maintenance	16,128.80	20,000.00
6490-02 · Telephones & Internet Services	25,852.72	27,000.00
6500-02 · Firefighting Tools & Supplies	-1,908.93	4,000.00
6510-02 · Medical Supplies	1,696.94	2,500.00
Total 6520-02 · Professional Fees	6,070.07	8,500.00
6530-02 · Ladder Testing/ Hose Testing	4,798.00	0.00

Illinois Valley RFPD

Profit & Loss Budget vs. Actual

July 1, 2016 through May 15, 2017

	Jul 1, '16 - May 15, 17	Budget
6540-02 · Mechanics Tools & Equipment	1,000.00	1,000.00
6550-02 · Lease Contract	0.00	0.00
6560-02 · Office Equipment / Maintenance	4,667.77	4,000.00
Total 6570-02 · Administrative Expenses	9,233.22	29,000.00
6580-00 · Station Four Annex Expenses	0.00	0.00
6580-02 · Chief - Continued Education	4,099.88	5,000.00
6590-00 · Technical Department	9,679.55	22,000.00
Total 6600-02 · Volunteer Fund	45,653.45	63,000.00
6610-02 · Hose & Appliance Replace	941.17	7,000.00
6000-02 · Materials & Services - Other	4,502.42	0.00
Total 6000-02 · Materials & Services	370,278.48	496,212.84
7000-03 · Capital Outlay		
Total 7000-03 · Capital Outlay	64,681.12	99,804.00
Total 8000-04 · Debt Service/Lease Purchase Agr	31,666.67	41,994.00
Total 8002 · Rescue Engine 2014	13,589.06	13,589.00
Total Expense	1,135,330.97	1,442,591.27
Net Ordinary Income	23,287.24	-80,481.84
Other Income/Expense		
Other Income		
Total BOND INDEBTEDNESS	64.32	0.00
Total 4040-00 · Levy Funds	144,983.70	152,098.00
9000-10 · Bond Taxes - Prior	8,107.78	0.00
9000-11 · Bond Taxes	165,593.40	181,280.00
Total Other Income	318,749.20	343,378.00
Total BOND INDEBTEDNESS FUND	187,170.41	176,400.00
Total Capital Projects Fund - Expense	3,508.00	0.00
Total 4050-00 · Levy Payments	95,198.50	95,200.00
Total Other Expense	285,876.91	271,600.00
Net Other Income	32,872.29	71,778.00
Net Income	56,159.53	-8,703.84