

**Klamath County Fire District 1
Board of Directors
Regular Meeting Minutes
4:00 p.m., Tuesday, January 16, 2024
Central Fire Station
143 N. Broad Street, Klamath Falls, OR 97601**

1. Call Meeting to Order

Vice-President Jones called the meeting to order at 4:01 p.m.

2. Pledge of Allegiance

Vice-President Jones led the Board and attendees in the Pledge of Allegiance.

3. Roll Call of Directors

Present:

Mike Jones, Vice-President
Dennis Thomas, Secretary Treasurer
Ernie Palmer, Director
Gene Rogers, Director

Absent:

Gloria Storey, President

4. Approval of the Agenda

FC Davis requested item 9.f WHA Insurance, Worker's Compensation Update, be removed.

Secretary-Treasurer Thomas made a motion to approve the agenda as amended, seconded by Director Rogers, motion carried unanimously.

5. Public Comment

None.

6. Approval of Minutes

a. December 12, 2023 Regular Meeting Minutes

Director Rogers made a motion to approve the December 12, 2023 regular meeting minutes, seconded by Secretary Treasurer Thomas, motion carried unanimously.

7. Financial Reports

a. December 2023 Financial Report

Director Palmer made a motion to approve the December 2023 financial report subject to final audit, seconded by Secretary Treasurer Thomas, motion carried unanimously.

b. Ratification of December 2023 Bills

Director Rogers made a motion to approve the December 2023 bills, seconded by Director Palmer, motion carried unanimously.

c. December 2023 EMS Billing Report

Director Palmer made a motion to approve the December 2023 EMS billing report, seconded by Secretary Treasurer Thomas, motion carried unanimously.

8. Unfinished Business

a. None

9. **New Business**

a. Local 890 Memorandum of Understanding – Succession Planning

Secretary Treasurer Thomas made a motion to approve the Local 890 Memorandum of Understanding for Succession Planning, seconded by Director Palmer, motion carried unanimously.

b. 2024 Board of Directors Meeting Schedule

No discussion; informational only.

c. 2024 Holiday Schedule

No discussion; informational only.

d. Board Policy Manual Updates

FC Davis reported representatives from Special Districts Association of Oregon (SDAO) reviewed the Board of Director policies and made recommendations such as adding the Civil Service Commission and modifying out-of-date information. There are roughly 24 policies to review; a few will be brought to each Board meeting for review and approval done at one time when compete at the June 18, 2024 Board meeting.

e. Updating Ordinance 19-01

FC Davis reported staff is in the process of updating the ordinance for fees of services provided. The proposed changes will be included in the February Board packet for Board review. The document also goes through the County Assessor and County Clerk for review and a certain number of days are dedicated to public comment. A special meeting may be needed in order to adopt the updated ordinance; the ordinance goes into effect 90-days from date of adoption.

10. **Informational Reports**

Fire Chief

a. Fire Chief Activity Memo January

FC Davis reported the District boundary survey is still in the hands of the Oregon Department of Revenue. FC Davis met with the Sky Lakes CEO and staff to discuss inter-facility transfers as the need has significantly increased; Sky Lakes is working to measure the costs/impacts to determine direction for patient care. Transfers from Sky Lakes may impact the District's resources, insurance reimbursements, budget, and availability; the partnership with Sky Lakes is very positive, wanting to do what is best, and there are many layers that need to be considered. FC Davis gave a presentation to Chamber of Commerce members, is working with Dr. Freid to renew the services agreement that expires in February, annual performance evaluations are taking place, and DC Webb, DC Hitchcock and DAS Hull have all received their evaluation with goals outlined. The annual awards dinner is February 9, 2024.

b. Thank you Correspondence

DC Hitchcock pointed out the Yelp review and added the District is experiencing a spike in calls from patients to show appreciation.

Deputy Chief – Operations

a. DC-Operations Activity Memo January

DC Hitchcock reviewed items discussed at the monthly operations meeting to include inter-facility transfers, a new hose load proposal, Butte Valley Ambulance and concern for demand on neighboring partners, the hazmat transition back to the Oregon State Fire Marshal, patient concerns in care homes, review of budgeted projects, and equipment maintenance and training. More SOGs have been completed and more are ready for adoption. The Klamath Interoperability Radio Group (KIRG) is working on a project to replace outdated mountaintop radio equipment estimated at \$1.6 million;

contact has been made with local senators as this infrastructure is responsible for enabling emergency communications for all county law enforcement, fire, EMS and public works organizations.

- b. December Incident Activity
No discussion.

Deputy Chief - Professional Standards

- a. DC-Professional Standards Activity Memo January
DC Webb reported vehicle replacement continues with the ambulance remounts, the Battalion Chief vehicle and the Type 3 engine.

Division Chief – Training

- a. DC-Training Activity Memo January
DC Knutson reported all academies are finished and those members started shift work on December 18; the crews have done a great job training new members. The main focus this quarter is new hire training on District standards and an ETHOS leadership training for all personnel.

Division Chief – Fire Marshal

- a. DC-Fire Marshal Activity Memo January
DC Tramp reported Fire Inspector Perry completed 55 inspections during the month with the assistance of a light-duty firefighter. A large plan review was completed for Winco Foods and some changes were made that also cut Winco’s expense. FM Tramp described a pallet fire at Fred Meyer near gas lines the crews were able to protect, public education messaging will be done on the radio quarterly, and once a map is received from the Oregon Department of Forestry (ODF) the District can move forward with fire mitigation plans in the Moore Park area.

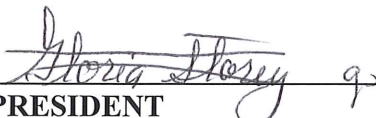
- 11. **Public Comment**
None.

- 12. **Adjourn**
Motion to adjourn by Director Palmer, seconded by Secretary Treasurer Thomas, motion carried unanimously.

The regular session adjourned at 4:35 p.m.

The next regularly scheduled meeting of the Klamath County Fire District 1 Board of Directors will be at the Central Fire Station, 143 N. Broad Street, Klamath Falls, OR 97601 on Tuesday, February 20, 2024, at 4:00 p.m.

BOARD MEMBER SIGNATURES




PRESIDENT



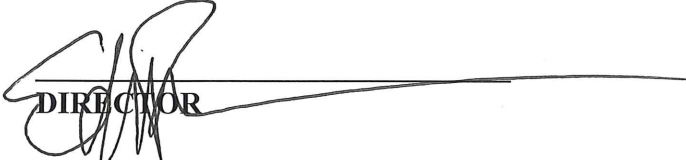
VICE-PRESIDENT



SECRETARY / TREASURER



DIRECTOR



DIRECTOR