

# Rocky Point Fire & EMS

## Fire Chief

Diann Walker-Pope

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## Board Members

Fred Hill

Dwayne McIntosh

Sandy Handsaker

LaJean Yates

Jim Rust

## **BOARD MEETING MINUTES**

**April 8, 2019 10:00 AM**

**CALL TO ORDER:** The meeting was called to order at 10:00 AM

**FLAG SALUTE:** The flag salute was led by Fred Hill

**ROLL CALL OF BOARD MEMBERS:** Jim Rust, Dwayne McIntosh, Sandy Handsaker, Fred Hill. Absent were Deb Hill, Clerk of the Board and LaJean Yates.

**RECOGNITION OF GUESTS:** Mike Handsaker, Steve Jensen, Tom Barrett and Chief Diann Walker-Pope.

**READING OF THE MINUTES:** Fred Hill made a motion to approve the March 2019 Minutes and Sandy Handsaker seconded the motion. Motion passed.

**TREASURER'S REPORT:** No Treasurer's Report for the month of March due to the change of Board Meetings and not notifying our Bookkeeper.

**BOARD OF DIRECTORS' REPORT:** Fred Hill reported that the claim for repairs on the roof in the tool room has been submitted to the insurance company. A bid has been received for the repair for approximately \$3700. As the well is located inside the tool room, it was suggested to have an opening installed on the roof (our cost approximately \$875) for access to work on the well if/when needed. Our Rescue Vehicle, #2170 is up for sale, asking \$2500. At this time, we have two parties interested.

The Budget Meeting is scheduled for Wednesday, April 10 at 10am in the Aspen Room.

**OLD BUSINESS:** Financial Management Policy. This policy has been revised to show that the in-house bookkeeping will be under the Treasurer's direction. There will be two signatures required on all checks. This revised policy will go towards our receiving credit to reduce our insurance cost. Fred Hill made a motion to accept the new Financial Management Policy and was seconded by Dwayne McIntosh – motion passed.

**NEW BUSINESS:** Public Records Policy. This policy establishes rates for producing records for an individual. The charges are as follows: 10 cents per copy; if a certified copy is requested it will be an additional \$1.00. Research fees for more than 15 minutes will be \$7.00/hour. All monies collected will be put into the General Fund. Fred Hill made a motion to accept this policy and was seconded by Dwayne McIntosh – motion passed.

**CHIEF'S 6-MONTH REVIEW:** Executive session was not needed for the review. It was decided to extend Fire Chief Diann Walker-Pope's position for another year. The salary will stay the same with the exception of a \$100 raise starting in July 2019 for doing the bookkeeping in-house. Dwayne McIntosh made the motion to extend the Fire Chief for another year and was seconded by Sandy Handsaker – motion passed.

**CHIEF'S REPORT:** The new Command Car has been purchased and Days Wireless is installing the donated light bars, sirens, etc. The EMR class has started with 8 students – 2 of which plan to also take the EMT class next year. May 11, 2019 will be a mandatory Extrication training for all volunteers. Instructors will be from Chiloquen and possibly Fire Chief Hitchcock from District 1 will be there to evaluate. The community will be invited to come and watch from 1-5pm.

At this time, we have approximately \$31,342 in outstanding billing for the ambulance.

**BBQ Ad Hock Committee:** Everything is going good at this time. Sandy Handsaker announced that she will not be able to Chair this event next year – so keep this in mind if anyone in the community might be interested.

**VOLUNTEER ASSOCIATION REPORT:** Pancake breakfast had a great turnout.

**BUDGET COMMITTEE:** Budget committee will be meeting Wednesday, April 10, 2019 at 10am in the Aspen Room.

**GOOD AND WELFARE:** None

**ADJOURNMENT:** Fred Hill made a motion to adjourn the meeting and was seconded by Dwayne McIntosh. Motion passed and was adjourned at 10:55 am.

Minutes respectfully submitted,

The Board of Directors

**NEXT BOARD MEETING, May 13, 2019 at 10:00 AM**