

# Rocky Point Fire & EMS

## Fire Chief

Diann Walker-Pope

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## Board Members

Bruce Harp

Sandy Handsaker

Steve Jensen

Larry Dugger

## **BOARD MEETING MINUTES**

**January 13, 2020**

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

**FLAG SALUTE:** The attendees recited the flag salute.

**ROLL CALL OF BOARD MEMBERS:** Bruce Harp, Sandy Handsaker, Steve Jensen and Larry Dugger present.

**RECOGNITION OF GUESTS:** Jim and Mata Rust, Jim and Irene Evans, Dean and Diane Grieb, Greg and Dee Sullivan, Loren Head and Elaine Youngblood, Mike Handsaker, David and Linda Reed, Judy Tegarden, Anita Forry-Moonshadow and Marcie Menon.

**MINUTES OF PREVIOUS MEETING:** A motion was made by Sandy Handsaker and seconded by Larry Dugger to approve the December minutes as submitted – motion passed.

**TREASURER'S REPORT:** A motion was made by Sandy Handsaker and seconded by Bruce Harp to accept the Treasurer's Report as submitted – motion passed.

**BOARD OF DIRECTORS' REPORT:** Resignation from board member LaJean Yates dated January 12, 2020 was submitted. A motion passed to accept the resignation.

Last Friday, January 10, Bruce Harp, Steve Jensen and Chief Diann Walker-Pope attended a Board Meeting workshop in Chiloquin with Mike Cook and three members from Sprague River and their chief. The three groups are looking to develop opportunities to help each other with mutual training and joint grant writing. This was the second meeting they have had. The Board Meeting training will satisfy requirements of SDAO for insurance. Mike Cook is also putting together EMR/EMS training and offering to other volunteers free of charge. Each department will be making a detailed list of what is important, both short and long-term needs, and prioritize the list in order that grants can be identified that would benefit the most. A committee will be formed between the three groups to see what would be advantageous to apply as a group and also individually. They also addressed volunteerism for people who want to be a volunteer but who do not want to go on calls or go to training or be labeled as a volunteer. Sprague was noted as an example where they have an auxiliary group and instead of

being labeled as a volunteer they are part of an auxiliary group. By having specific tasks identified may be a good way to get more people in the door and helping out. The next meeting will be on February 14, 2020 with Sandy Handsaker, Larry Dugger and Chief Diann Walker-Pope attending.

**OLD BUSINESS:** Old ambulance – no bids currently. One person is very interested and will submit a bid after speaking with their mechanic.  
Air trailer is still advertised – no interest currently.  
Firehouse subs denied grant.

**NEW BUSINESS:** Board members have signed up for a Budget Class on February 19 at KCC. It is an all-day class put on by the state and will include new budget laws, etc.

SDAO bylaws change: Letter from SDAO stating they will be going away from Robert's Rules of Order for people who are signed up for insurance under them. The letter states that Robert's Rules of Order apply more to larger groups and don't apply in most small situations. A bylaws change would need to be implemented stating that our meetings will be held in accordance with board policy or we could still use Robert's Rules of Order if we have a parliamentarian who is very familiar with the rules as those will be changing as well. SDAO will be proposing the bylaws change in March. The board will look at it at that point and discuss which way they will pursue.

Insurance rates to increase by 10 percent. We will be receiving a 10 percent credit for best practices. Worker's Compensation will also be increasing but the amount of the increase is unknown at this time.

Policy Receipt Acknowledgment Form: Required by all volunteers to sign acknowledging that they have received a copy of all the operational policies.

Vacancy on the board due to LaJean Yate's resignation. Position will be advertised by email, at the kiosk at the fire station and on the website. Steve Jensen volunteered to gather a list of SDAO requirements and what it means to be a member on the board. Applications will be due by January 27 so it gives a couple of weeks for interviews before the next board meeting on February 10. Greg Sullivan's and Dean Grieb's previous applications will be considered for the current vacancy.

**CHIEF'S REPORT:** We have started an NFPA Firefighter 1 course at the station. Jim Derra is teaching the course and Chief Diann Walker-Pope will be subbing with him. Having more volunteers with Firefighter 1 certificates should help increase our chances for receiving grant monies. Estimate of 12 to 13 people completing the course and receiving the certificate.

Plan is to have more driving courses as well as learning to operate the pumps.

The runs for December are: MVA -3, Medical-1, Smoke Reports-2. We had 120 total calls for the year. Every call was answered. The previous weekend we had four calls within 24 hours. All of them were answered. Bruce Harp commended the volunteers on their response.

The Engine we received, which has been designated 2111, is now licensed and registered to Rocky Point.

Working on getting Engine 2112 out to district 5, Bly Mountain.

Outstanding ambulance income is \$28,000 to \$29,000 which does not include the amounts from two incidences from the previous weekend. Only a portion of the income is collectible due to some responsible parties being uninsured.

Three new potential volunteers from Klamath Falls.

Training schedule to be included in the minutes and on the website.

**BBQ Ad hoc COMMITTEE REPORT:** It was acknowledged that our Summer BBQ Festival on July 18 is also the same day that Century Eagle will be holding their BBQ in Klamath Falls. Our attendance may or may not be affected.

Looking for more chair committee volunteers as there are many who have done it in the past but are unavailable this year.

First meeting will be held the first week of February.

**VOLUNTEER FIREFIGHTER ASSOCIATION'S REPORT:** There will be a fundraising dinner on February 13 which will be serving a group from the Winter Wings Festival.

On January 21, the fire department, the board and the association are jointly hosting a potluck celebrating the boy whose actions contributed to saving his grandmother's life. Mata Rust will be providing a press release to the Herald and News.

**GOOD AND WELFARE:** The importance of maintaining a working defibrillator was brought up. Discussion followed on the requirement for the ambulance to have a working 12-lead defibrillator on board. Our current defibrillator will need to be replaced when it is no longer working. Chief Diann Walker-Pope is currently talking to the manufacturer Zoll to see if they can donate one to the department. Refurbished units are also available for under \$1000.

There currently is one defibrillator as backup at the department.

The gurney will also need to be replaced if it is broken again as per the repairperson that repaired it last.

A concern was brought up about volunteers who are responding from outside of the district in their personal vehicles and if the insurance carrier had been informed. It was noted that Great Basin was aware of the situation.

Another topic brought up by the community was the possibility of having Lake of the Woods as part of our district. If annexed the department would have to provide a fire station at the ODOT camp area and equip it and provide volunteers to support it. At last check the annexation did not appear to have enough support in the Lake of the Woods community. The board will look at the possibility at a future time.

The Pelican Guard Station will be pursued as a possible sleeper opportunity for out-of-district volunteers.

**ADJOURNMENT:** Meeting was adjourned.

**NEXT BOARD MEETING FEBRUARY 10, 2020**

Minutes respectfully submitted,

Marcie Menon