

# Rocky Point Fire & EMS

## Fire Chief

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## Board Members

Bruce Harp  
Greg Sullivan  
Sandy Handsaker  
Steve Jensen  
Larry Dugger

## Rocky Point Fire & EMS Board Meeting

November 9<sup>th</sup>, 2020

The meeting was called to order at 10:00am. In attendance were all 5 board members, Chief Diann and 18 guests.

The minutes of the previous meeting were approved as presented. Motion to accept by Greg, seconded by Sandy and approved unanimously.

The Treasurer's report was presented and, after some discussion and the removal of one item on the month's financial report which was erroneously forwarded by our prior software program, a motion was made by Greg, seconded by Steve to approve. Motion was passed unanimously.

There was no Board of Directors' report for this month.

A letter was received by the department's attorney regarding the meeting attended by Steve, Greg and Sandy for clarification as to how to deal with wage payment for employees. In light of new laws and regulations, the board thought it wise to revisit this issue to make sure the department is handling this issue correctly. Sandy thought the information obtained at the meeting and subsequent letter are going to be very helpful in making sure we are complying with all current laws.

Good and Welfare consisted of a few remarks and questions regarding burn season, rules on burning and if and when information will be coming out about the fall prescribed burns in our area. As of this time we have not been notified by the Forest Service of dates for prescribed burns. It was reiterated that anyone having questions on whether or not burning is allowed should contact our department or state and federal agencies.

Old business began with an email that will soon be going out to the Rocky Point community along with an announcement on our website for interested parties to submit an application to serve on the

Strategic Planning Committee. Application deadline will be December 1<sup>st</sup>. This will be an advisory committee to help plan short and long term needs of our department. Findings, ideas and recommendations will then be presented to the board for final approval.

Chief Diann stated that she has ordered 15 sets of new turnouts approved for purchase at the last board meeting. She stated we could expect delivery in 8 to 12 weeks.

Greg presented to the board one proposal from a local CPA firm to serve as our bookkeeper. Greg asked for more time to gather additional quotes. He expects to be able to present to the board at least 3 proposals at the December meeting. He was hoping to have one or more of the firms attend the next board meeting to explain why it's important for us to consider a bookkeeper and the liability issues of continuing to keep our bookkeeping in house.

George at Lake of the Woods will soon be arranging the vinyl wrap for our Engine 2141. George expects this to be completed by late winter or early spring.

**New Business** consisted of approving and allocating the funds generously donated by Quilt. It was decided that this year's donation would be used to purchase 10 structure helmets. This will bring us up to date with helmets and provide the needed certified helmets for the turnouts on order. The cost of the new helmets came in at \$1,990.00. Thank you Quilt. Bruce made the motion for purchase, seconded by Steve, and was passed unanimously.

There was some discussion as to who owned the domain name associated with the department's website. It was researched and determined that it is, in fact, owned by the department. Since it is a department website it was decided that all newsletters, editorials, and non-fire department items will no longer be part of our website.

A Covid-19 grant was applied for and received by the department. A grant totaling a little over \$16,000 was received this past week. The funds are received from the State of Oregon and are to help the department pay salaries, purchase needed equipment, and pay for expenses incurred by the department because of Covid-19. Chief Diann stated that to date she had purchased a Thermal Imaging Unit, supplies for the ambulance and a reader board to be installed on the outside of the Fire Department building. Those items totaled \$3,200.00. The balance of the grant will be used for her salary and other needed items as they present themselves.

**The Fire Chief reported** that our department responded to 2 MVAs, 2 smoke reports and 2 medical calls. She said the billing was completed for our department's involvement in helping fight the 242 fire in September. She expects between \$8,000 and \$10,000 in income to the department. An EMR class was completed and 10 volunteers from our department attended and passed. Each of these persons are now certified by the state to act as a first responder. Fire extinguishers are to be checked and certified on Nov. 10<sup>th</sup>. She stated that we are still having problems with our high-speed internet which makes it difficult for online training as well as volunteers filling out required call reports. She is looking into options along with help from Mata Rust and board member, Greg Sullivan.

**Our BBQ committee** is urgently seeking a chairperson for this upcoming year. Anyone interested in taking on this position is asked to contact Sandy.

**Our volunteer Association reports** they are having their Annual Bake Sale on December 12<sup>th</sup> from 8:00 am till noon. They are looking for persons to help with baked goods and also asking that anyone interested in helping out around the station to step forward. A person doesn't have to be a responding volunteer to do such things as clean up, painting and other maintenance type chores around the station and property. Marcie stated that she would look into setting up through Amazon a way to designate Rocky Point Fire to receive a percentage of a person's purchases as their charity of choice. She will present more information on this soon.

The next board meeting was set for December 14<sup>th</sup>.

Meeting was adjourned at 11:13 am.

Submitted by Secretary Steve Jensen