

**Illinois Valley Fire District**  
Board of Director - Regular Meeting Agenda  
This meeting may be recorded

October 10, 2022

1. Call meeting to order (silence phones)
2. Flag Salute (remove hats)
3. Roll Call
4. Review of September 12, 2022 minutes
5. Staff Reports
  - Fire Chief Holmes
  - Deputy Chief Gavlik
  - Deputy Chief Ismaili
  - Div. Chief Sherman
  - Div. Chief Paul – No report. Financials in packet
6. New Business:
  - Annexations:
    - Durant, Nitya of 22633 Redwood Hwy. Annexing to 6.01 acres (for total of 26.28 acres annexed)
    - Gburek Trust, Jerone & Diane of 545 Lone Mt. Rd. Annexing 4 acres (for total of 35.84 acres annexed)
  - Ethan Lane – City of Cave Junction Liaison
  - SDAO Legislative Action Toolkit: (Director Binker)
  - Quarterly Drug Testing
7. Old Business: None
8. Monthly Media Video
9. Comments:
  - Public Comment *(This is the time set for public comment. The Board of Commissioners will listen and consider all comments for future agenda items. In accordance with HB2560, Public Participation in Electronic Meetings, Facebook Live viewers are invited to submit comments or questions via Facebook and they will be addressed at this time. No voting or action will be taken by the Board of Commissioners today.)*
  - Board Comment
10. Next scheduled BOD Meeting is November 14, 2022 at 4:00 pm. at Admin Bldg.
11. 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**



# Illinois Valley Fire District

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

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## Illinois Valley Fire District Board of Directors Meeting Minutes October 10, 2022

President Jerry Lamb called the meeting to order at 4pm. Flag Salute led by Director Jerry Lamb.

**PRESENT:** Chief Holmes, Dep. Chief Gavlik, Dep. Chief Ismaili, Div. Chief Sherman, Div. Chief Paul, Paula LeMasters, and Lt. Garrett Goo

**VOLUNTEERS:** Jennifer Vetter, Q Lackey, and Kris Ismaili

**GUESTS:** Ethan Lane

**ROLL CALL:** Directors D. Johnson, Binker, Lamb, Bouchard and C. Johnson were present.

**REVIEW OF PREVIOUS MEETING MINUTES:** Motion made by Director Richard Bouchard to approve September 12, 2022 minutes as submitted; and seconded by Director Dan Johnson. Motion passed, all in favor.

### STAFF REPORTS

#### CHIEF HOLMES:

Chief Holmes gave a verbal report, which expanded on his written report. Chief shared his comments on the following:

- **New Items:**
  - Oct 15, from 1100-1300, Station One – Fire Prevention Open House. We have invited Emergency Management, AMR, Sheriff, ODF, FSS, and Representative Morgan. Food will be donated from “The Chomp Truck,” located here in CJ.
  - Applied and received a donation of \$300 from Harbor Freight. This will be used for suppression (lighting and such for vehicles).
  - Thank you to the volunteers and OSFM for the upstaffing grant. During the period of 6/27/22 to 9/30/22, the upstaffing crew ran 116 calls from, 33 incidents where they were on scene first, 2 mutual aid fires (Crooks Creek and Rum Creek fires), accidents, medicals.
  - On vacation 10/22 to 10/30/22. Dep. Chief Kamron Ismaili will be in charge.
- **Training:**
  - AMR Run Review / QA-QI
  - I attended the National Fire Academy – Leadership in Supervision: Frameworks to Success in Bend Oregon. Great educational opportunity (Self/Leadership Attributes, Six Step Pause Model for emotional intelligence, elements of professionalism, Supervisor role in managing conflict, Difference between empowerment and authorization, etc.)
  - DC Ismaili, Paula LeMasters and I continue our weekly training with First Due, to bring the program up to speed for the needs of IVFD.
- **Fire Defense Board Items:**
  - Attending weekly OSFM Fire Defense Board Chief Weekly Calls (Region Availability, Resource Fire Maps and Updates).

- After the Rogue Valley Fire Chief Association meetings, the Fire Defense Board Chief's and Alternates meet for the good of the order with the OSFM Representative.
- I covered the Fire Defense Board for a few days in late September, with no issues or fires.
- I am hoping to make it to the Curry County FDBC meeting October 19.
- I have the FDBC Duty for Josephine County side, starting Oct 3<sup>rd</sup>, until the start of Fire Season 2023.
- **New Meetings Attended:**
  - Attended the Sheriff Forum
- **On-Going and Informative Meetings:**
  - Attended Rogue Valley Fire Chief Association Meeting (In-Person)
  - Attended the CJ Chamber of Commerce monthly meeting
  - Attended the Prevention Co-Op quarterly meeting
  - Attended the Cave Junction City Council (In-Person)
  - Attended the Oregon Fire Chief Association meeting (On-Going)
  - Attended the IVFROG meeting (In-Person)
  - Attended the Fire Standards Meeting (On-going/online)

**DEP. CHIEF GAVLIK:**

- Visiting other training building set ups for ideas. Approved to apply for Leary Firefighters Foundation, which, if granted, will provide power/lighting to the training area. It is likely to be a few months long process.
- Lt. Goo and Engr. Pfeiffer will attend NFPA Fire Officer I training in November.
- Fiddler Mtn. repeater frequency is operational and overall has been positive – clearer with less interference. Mutual aid partners need to reprogram their radios, then will be primary frequency.
- The Explorers are scheduled for the can/bottle drive on October 15
- Training classes this month will cover Pediatric Trauma, Safe House Alliance Services, Ladders and Flue Fires, and HazMat Refresher.

**DEP. CHIEF ISMAILI:**

- For the month of September, we had 26 public assist calls, 52 medical calls, 9 open burn/smoke investigation calls – with multiple warnings issued, 2 small vehicle fires, 1 large vehicle fire, 2 grass fires, 1 structure fire, 22 motor vehicle accidents with 1 civilian fatality and NO firefighter injuries.
- Completed 12 fire and life safety inspections, with more to come.
- Working with Rep. Morgan to request state funding for installation of fire hydrants to connect Station 1, Admin, and the training center to City of Cave Junction sewer and water.
- Reception security project will begin construction in November.
- A number of other projects are pending... will advise when approved and funded.
- Wildland Upstaffing program has ended. Great success for 2022, hoping for funding in 2023.
- City of Cave Junction has approved a KOA type RV park on Redwood Hwy, south of Laurel Rd.
- Taylor's Country Store construction continues. Sprinkler vault and FDC have been installed.
- Plans for two service stations at the north end of Cave Junction: a Lil' Pantry off Hanby next to Dollar General, with fuel, convenience store, and car wash; and another at the old RadioShack, with fuel, convenience store, and small kitchen.

**DIV. CHIEF SHERMAN:**

- Logistics, vehicle and station maintenance report was provided.
- Applegate FD has a surplus engine they are considering donating to IVFD. We are waiting to hear.

**ADMINISTRATOR PAUL:** no report, financials provided.

## NEW BUSINESS:

- Recommended two annexation requests as follows:

- Nitya Durant, 22633 Redwood Hwy, Selma – 6.01 acres
- Jerome & Dianne Gburek Trust, 545 Lone Mountain Rd, O'Brien – 4 acres

Motion to approve the annexation by Director Cheryl Johnson, seconded by Director Richard Bouchard. All in favor, motion passed.

- Ethan Lane – Liaison for City of Cave Junction
  - Downtown lighting project continues. Ethan Lane attended an Energy Trust round table with PP&L, which was helpful.
  - RV Park is getting approved as a phased project over the next 3 to 5 years.
  - The gas station slated for the RadioShack should have electric car charging stations. The Lil' Pantry is slated to have a RV dump station.
- Director Michelle Binker shared the proposed SDAO Legislative Action Toolkit and whether our board wanted to undertake such action for our district. Director Michelle Binker will work with Chief Holmes to bring a draft forward for our review at the November board meeting.
- Quarterly Drug Testing: The following numbers were selected: 37960, 33510, 70100, 02930, 86650, 98950, and 51430

**OLD BUSINESS: None**

**VIDEO:** Thank you to Dale Sandberg for an excellent video review of September/early October 2022.

**PUBLIC COMMENT: None**

## BOARD COMMENT:

- Director Dan Johnson shared that the county did not sell the Pinecone property.
- Director Michelle Binker thanked Dale Sandberg for having a firefighter set up with a GoPro.
- Director Cheryl Johnson also echoed the appreciation for the GoPro. Additionally, she encouraged the IVFD leadership to encourage all staff and volunteers take advantage of the EAP benefits that are available. Director Richard Bouchard offered that it is essential to take care of the mental wellbeing of everyone and asked what IVFD does to support staff – and whether it is mandatory. Chief Holmes offered that there are a variety of support resources that are called upon as needed per incident. It is very difficult to mandate support, especially if the person is reluctant.
- Director Jerry Lamb thanked everyone for the great save on the grass fire as featured in the video. Chief Holmes shared that we were very lucky with a good job by all involved.

The next regularly scheduled BOD meeting will be Monday, November 14, 2022 at 4:00pm at the Administration building, 681 Caves Hwy., Cave Junction, OR.

This meeting adjourned at 4:57pm.

Respectfully submitted,



Director Cheryl Johnson  
Board Secretary

## Fire Chief Report

10.10.2022

- **New Items:**
  - **Oct 15, from 1100-1300, Station One – Fire Prevention Open House. We have invited Emergency Management, AMR, Sheriff, ODF, FSS, and Representative Morgan. Food will be donated from “The Chomp Truck,” located here in CJ.**
  - Applied and received a donation of \$300 from Harbor Freight. This will be used for suppression (lighting and such).
  
- **Training:**
  - AMR Run Review / QA-QI
  - I attended the National Fire Academy – Leadership in Supervision: Frameworks to Success in Bend Oregon. Great educational opportunity (Self/Leadership Attributes, Six Step Pause Model for emotional intelligence, elements of professionalism, Supervisor role in managing conflict, Difference between empowerment and authorization, etc.)
  - DC Ismaili, Paula LeMasters and I continue our weekly training with First Due, to bring the program up to speed for the needs of IVFD.
  
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  - After the Rogue Valley Fire Chief Association meetings, the Fire Defense Board Chief’s and Alternates meet for the good of the order with the OSFM Representative.
  - I covered the Fire Defense Board for a few days in late September, with no issues or fires.
  - I am hoping to make it to the Curry County FDBC meeting October 19.
  - I have the FDBC Duty for Josephine County side, starting Oct 3<sup>rd</sup>, until the start of Fire Season 2023.

- **New Meetings Attended:**
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- **On-Going and Informative Meetings:**
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  - *Attended the Fire Standards Meeting (On-going/online)*

*Illinois Valley Rural Fire Protection District*

Deputy Chief / Training Report

October 10, 2022



**ILLINOIS VALLEY  
FIRE  
DISTRICT**

I have looked at Applegate's Conex box training setup and am planning to visit Stayton Fire's training facility next. In addition, we were approved to move forward with the application to the Leary Firefighters Foundation, which has been submitted to help cover the cost of providing power and lighting to the training ground.

I will be sending Lt. Goo and Engineer Pfeiffer to the NFPA Fire Officer I training in Jackson County which will start in November.

All testing of our new frequency has been positive with transmissions being more clear and less interference. The next step is to give our mutual aid partners time to reprogram their radios before making the switch to the new primary frequency.

The Explorers will be having their next can/bottle return fundraiser day coming up on the 15<sup>th</sup> of this month if anyone has any bags of cans collected and looking for somewhere to drop them off.

Training for this month will be covering areas of Pediatric Trauma, Safe House Alliance Services, Ladders, Flue Fires, and HazMat Refresher.

Respectfully Submitted by Jeff Gavlik, Deputy Chief





# October Schedule 2022



Date	Training	Location	Instructor
10/4/2022	Association Meeting	Admin	President
	Pediatric Trauma	Admin	J. Gavlik
10/11/2022	Safe House Alliance	Admin	Johnson
10/18/2022	Ladders / Flue Fires	Sta. 1	Pfeiffer
10/25/2022	HazMat Refresher	Sta. 1	Gavlik

## Note:

“**Pediatric Trauma**” will be our monthly medical continuing education for recertification; “**Safe House Alliance**” will share opportunities available for people in need; “**Ladder / Flue Fires**” will be practicing ladder raises, carries, and flue fire evolutions; “**HazMat Refresher**” will be our annual refresher training on hazardous material response.





*Illinois Valley Fire Protection District*  
*Board of Directors Meeting*  
*Operations/Prevention Notes*  
*10/10/2022*

**The** shift schedule is attached.

For the month of September, we had twenty-six (26) public assist calls. Lift assist, Gas leaks, Smoke & Fire Alarms, etc..

We had fifty-two (52) medical calls.

We had nine (9) open burn/smoke investigations calls. There were multiple warnings issued.

We had two (2) small vehicle fires. The vehicle fire on School St was unintentional. It was an electrical fire from under the dash. The vehicle fire on Redwood Hwy was also unintentional. The cause of the fire was a result of a motor vehicle crash.

We had one (1) large vehicle fire. This was an unintentional fire. The cause of the fire was overheated brakes on the front of a motorhome. The occupant had extinguished it prior to our arrival.

We had two (2) grass fires. One was intentional. Someone set trash on fire on Kerby Mainline that extended into the wildland. The one on Thompson Creek Road was undetermined.

We had one (1) structure fires. This fire was on Holland Loop Road. The state fire marshal's office investigated this fire. This was an undetermined fire. The cause of the fire was either electrical or smoking materials.

We had twenty-two (22) Motor Vehicle Accidents with one (1) civilian fatality and **NO** firefighter injuries.

We have completed our testing process on our repeaters sites and will be utilizing new frequencies for our main and tactical repeaters. We have purchased an additional repeater to make this happen. This will take a little bit of time to switch because our partner agencies need time to program their radios.

We have completed twelve (12) fire and life safety inspections this month.

We have requested funding from the state, with the assistance of Representative Morgan, for the possibility of fire hydrants at station one. This will also connect station one and the administration building to Cave Junction's sewer and water. If successful this will also give us a hydrant to train with the new training center and more training ground.

The reception area security project will begin construction in November.

There are multiple other projects in progress to include more communication infrastructure and I will bring you up to speed as they get approved and funded.

The wildland up staffing program has come to an end. It was a great success and we are hoping to get funded again next year.

There is a planned KOA type trailer park that has been approved by the city of Cave Junction. This will be off of Redwood Highway just south of Laurel Road.

As you can see the construction at Taylor's country store has been in progress for a while. This will be a three-story sprinklered facility. I have already inspected the sprinkler vault and the FDC that have been installed.

There are plans for two (2) more service stations at the North end of Cave Junction. One; Lil' Pantry, will be located off of Hanby next to Dollar General. It will have fuel, convenience store, and a carwash.

The other one will be located at the old RadioShack. It will have fuel, convenience store, and a small kitchen.

Any questions????



## Maintenance Report September 2022

8942 Water Tender: Repair rock chips in windshield.

8977 Service, safety inspection, replace alternator, battery, and siren speaker.

8952 Command SUV: Repair wiring in emergency light control box and replace bolts for LED lightbar on brush guard.

8951 Command SUV: Install repeater antenna and mounting bracket, service and safety inspection, replace A/C condenser and recharge A/C system.

8944 Water Tender: Service and safety inspection.

8943 Water Tender; Replace dump valve in tank and replace two sprayer diaphragms.

8974 Service Truck: Service and safety inspection on welder.

8954 Command SUV: Service and safety inspection, remove part of back seat and install a plywood floor.

8901 Engine: Repair ball valve for front cross lay.

Conex boxes have been put in place and welded together for training center.

Safety House Trailer: Service generator, replace fuse holder for battery to trailer, replace battery switch, and replace tires.

Station 2: Repair toilet in women's restroom.

Station 5: Reattach awning to front of station.



## Illinois Valley RFPD Profit & Loss Budget vs. Actual

July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4010-00 · Current Taxes	10,423.95	1,477,482.00	-1,467,058.05	0.71%
4020-00 · Prior Taxes	4,455.82	20,000.00	-15,544.18	22.28%
4030-00 · Other Tax Offsets	6,430.11			
4630-00 · INTEREST INCOME				
Total 4631-00 · INTEREST GENERAL	86.35			
Total 4630-00 · INTEREST INCOME	3,362.67	1,000.00	2,362.67	336.27%
4710-00 · Miscellaneous				
Total 4710-00 · Miscellaneous	51,659.05	98,415.00	-46,755.95	52.49%
4712-00 · Explorers Savings	1,167.65			
4800-70 · Transfer Out - General Fund	0.00	5,000.00	-5,000.00	0.0%
<b>Total Income</b>	<b>77,499.25</b>	<b>1,601,897.00</b>	<b>-1,524,397.75</b>	<b>4.84%</b>
<b>Gross Profit</b>	<b>77,499.25</b>	<b>1,601,897.00</b>	<b>-1,524,397.75</b>	<b>4.84%</b>
<b>Expense</b>				
5000-00 · Personal Services				
Total 5000-00 · Personal Services	395,776.33	1,651,285.00	-1,255,508.67	23.97%
6000-02 · Materials & Services				
Total 6000-02 · Materials & Services	95,294.54	578,133.00	-482,838.46	16.48%
7000-03 · Capital Outlay				
Total 7000-03 · Capital Outlay	3,815.95	96,655.00	-92,839.05	3.95%
7950-03 · Contingency Fund	0.00	40,000.00	-40,000.00	0.0%
8000-04 · Debt Service/Lease Purchase Agr				
Total 8000-04 · Debt Service/Lease Purch:	0.00	58,794.00	-58,794.00	0.0%
8000-46 · Loan Fees	3,043.85			
<b>Total Expense</b>	<b>497,930.67</b>	<b>2,424,867.00</b>	<b>-1,926,936.33</b>	<b>20.53%</b>
<b>Net Ordinary Income</b>	<b>-420,431.42</b>	<b>-822,970.00</b>	<b>402,538.58</b>	<b>51.09%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>BOND INDEBTEDNESS</b>				
Total BOND INDEBTEDNESS	10.18			
4040-00 · Levy Funds				
Total 4040-00 · Levy Funds	3,967.69	395,028.00	-391,060.31	1.0%
9000-10 · Bond Taxes - Prior	602.97			
9000-11 · Bond Taxes	1,074.11			
Total Other Income	5,654.95	395,028.00	-389,373.05	1.43%
<b>Other Expense</b>				
<b>BOND INDEBTEDNESS FUND</b>				
9001-01 · Bond Principal	0.00	170,000.00	-170,000.00	0.0%
9001-02 · Bond Interest	0.00	5,100.00	-5,100.00	0.0%
Total BOND INDEBTEDNESS FUND	0.00	175,100.00	-175,100.00	0.0%
<b>Net Other Income</b>	<b>5,654.95</b>	<b>219,928.00</b>	<b>-214,273.05</b>	<b>2.57%</b>
	<b>-414,776.47</b>	<b>-603,042.00</b>	<b>188,265.53</b>	<b>68.78%</b>



# Illinois Valley Fire District

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

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September 07, 2022

Board of Directors  
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Durant, Nitya B of P.O. Box 337, Selma, OR 97538, owner of the property at 22633 Redwood Hwy., Map 38-08-33 TL 900, would like to annex their property 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.

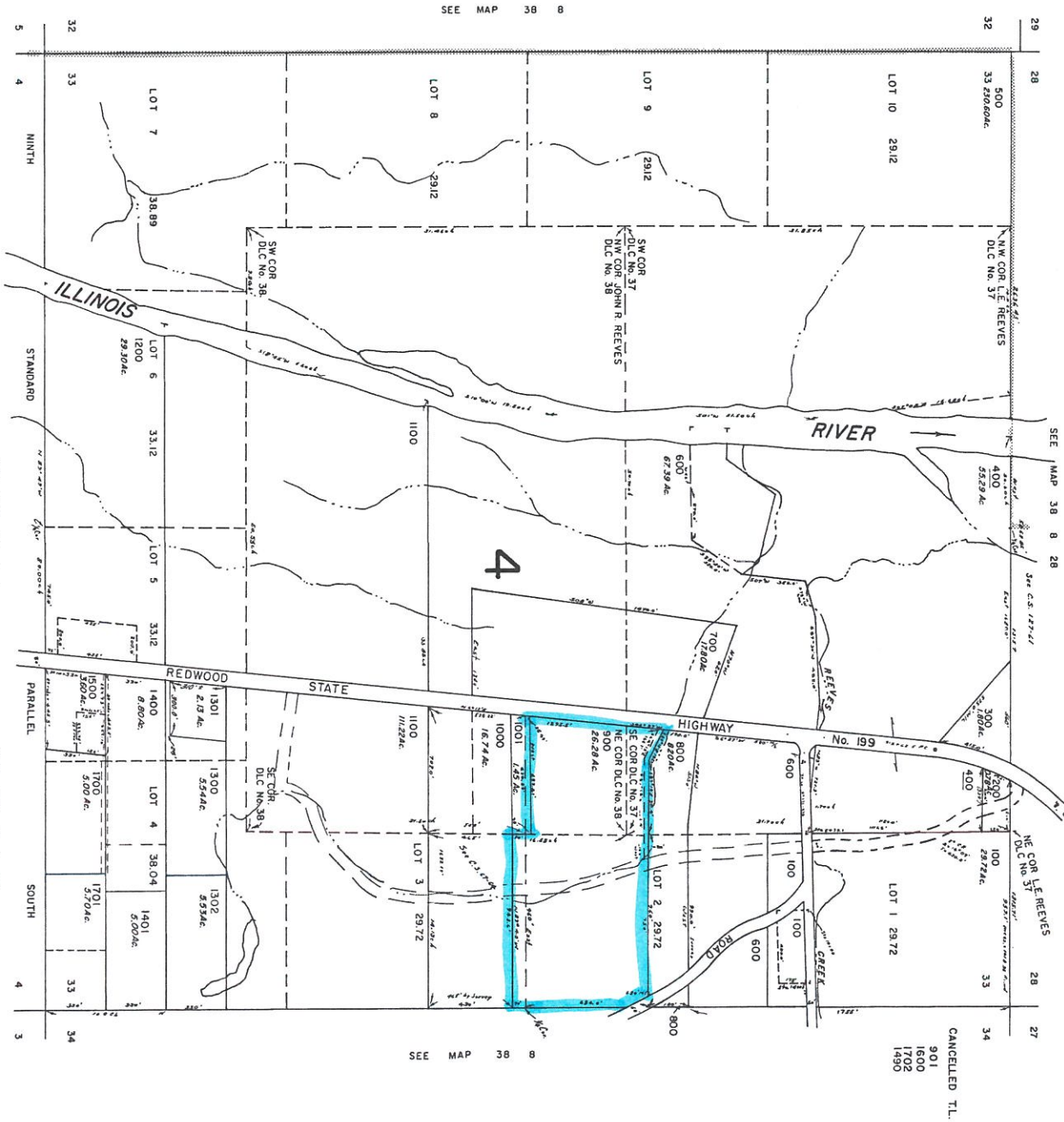
It is in the best interest of the Fire District that we annex the property.

See map attached.

Kamron Ismaili  
Division Chief  
Operations / Prevention  
Illinois Valley Fire District



This map was prepared for  
assessment purposes only.



SEE MAP 38 B

SEE MAP 38 B

CANCELLED T.L.  
901  
1600  
1702  
1490

SEE MAP 39 8 4

SEE MAP 39 8 4 A



# Illinois Valley Fire District

681 Caves Highway  
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September 12, 2022

Board of Directors  
Illinois Valley Fire District

RE: Annexation of property into Fire District

Board Members:

Gburek Trust, Jerome & Diane of 545 Lone Mountain Rd., O'Brien, OR 97534, owner of the property at 545 Lone Mountain Rd., Map 40-09-25 TL 200, would like to annex their property into the Fire District.

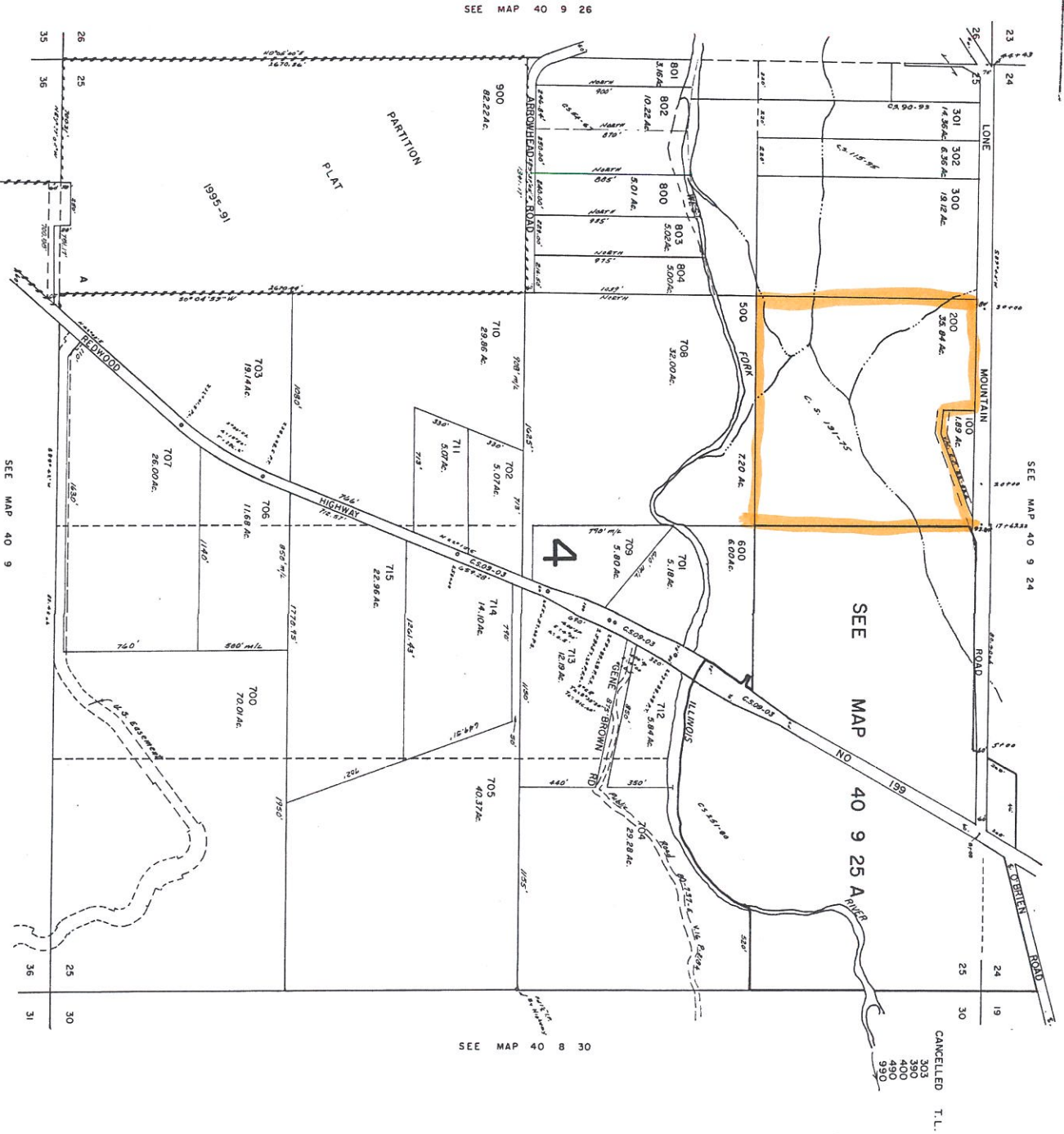
They will provide adequate driveway access or a signed non - compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

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.



**POLICY OR RESOLUTION TITLE: Legislative Advocacy Policy**

**POLICY OR RESOLUTION NUMBER: [       ]**

### **Purpose**

The purpose of the policy is to guide [DISTRICT] officials and staff in considering legislative or regulatory proposals that are likely to have an impact on [DISTRICT], and to allow for a timely response to important legislative issues.

The purpose for identifying Legislative Advocacy Procedures is to provide clear direction to [DISTRICT] staff and Board of Commissioners with regard to monitoring and acting upon bills during state and federal legislative sessions. Adherence to Legislative Advocacy Procedures will ensure that legislative inquiries and responses will be administered consistently with “one voice” as to the identified Advocacy Priorities adopted by the Board of Commissioners. The Legislative Advocacy Procedures and Advocacy Priorities will provide the [DISTRICT] General Manager, Board President, or other designee, discretion to advocate in [DISTRICT]’s best interests in a manner consistent with the goals and priorities adopted by the Board of Commissioners.

### **Policy Principles**

This policy provides [DISTRICT]’s General Manager, Board President, or other designee, the flexibility to adopt positions on legislation in a timely manner, while allowing the Board of Commissioners to set Advocacy Priorities to provide policy guidance. The Board of Commissioners shall establish various Advocacy Priorities and, so long as the position fits within the Advocacy Priorities, staff is authorized to take a position without board approval.

Whenever an applicable Advocacy Priority does not exist pertaining to legislation affecting the [DISTRICT], the matter shall be brought before the Board of Commissioners for formal direction from the Board of Commissioners.

Generally, the [DISTRICT] will not address matters that are not pertinent to the district’s local government services, such as social issues or international relations issues.

### **Legislative Advocacy Procedures**

It is the policy of [DISTRICT] to proactively monitor and advocate for legislation as directed by the Advocacy Priorities and by the specific direction of the Board of Commissioners. This process involves interaction with local, state, and federal government entities both in regard to specific items of legislation and to promote positive intergovernmental relationships. Accordingly, involvement and participation in regional, state, and national organizations is encouraged and supported by the [DISTRICT].

Monitoring legislation is a shared function of the Board of Commissioners and General Manager or designated staff. The Legislative Advocacy Procedures are the process by which staff will track and respond to legislative issues in a timely and consistent manner. The General Manager, or other designee, will act on legislation utilizing the following procedures:

1. The General Manager, Board President or other designee shall review requests that the [DISTRICT] take a position on legislative issues to determine if the legislation aligns with the district's current approved Advocacy Priorities.
2. The General Manager, Board President or other designee will conduct a review of positions and analysis completed by the Special Districts Association of Oregon and other local government associations when formulating positions.

If the matter aligns with the approved priorities, [DISTRICT] response shall be supplied in the form of correspondence to the legislative body reviewing the bill or measure. Advocacy methods utilized on behalf of the district, including but not limited to letters, phone calls, emails, and prepared forms, will be communicated through the General Manager, Board President, or designee.

3. All draft legislative position correspondence initiated by the General Manager, Board President or designee shall state whether the district is requesting "support", "support if amended", "oppose", or "oppose unless amended" action on the issue and shall include adequate justification for the recommended action.
  - a. Support – legislation in this area advances the district's goals and priorities.
  - b. Oppose – legislation in this area could potentially harm, negatively impact or undo positive momentum for the district, or does not advance the district's goals and priorities.
4. The General Manager or Board President may also provide correspondence of concern or interest regarding a legislative issue without taking a formal position on a piece of legislation.
5. When correspondence is sent to a state or federal legislative body, the appropriate federal or state legislators representing the [DISTRICT] shall be included as a copy or "cc" on the correspondence. The appropriate contacts at the Special Districts Association of Oregon and other local government associations, if applicable, shall be included as a cc on legislative correspondence.
6. A position may be adopted by the General Manager, Board President or designee if any of the following criteria is met:
  - a. The position is consistent with the adopted Advocacy Priorities;
  - b. The position is consistent with that of organizations to which the district is a member, such as the Special Districts Association of Oregon; or
  - c. The position is approved by a committee created by the Board of Commissioners.
7. All legislative positions adopted via a process outside of a regularly scheduled Board Meeting shall be communicated to the Board of Commissioners at the next regularly scheduled Board Meeting. When appropriate, the General Manager, Board President or other designee will submit a report (either written or verbal) summarizing activity on legislative measures to the Board of Commissioners.

## Advocacy Priorities

### ***Revenue, Finances, and Taxation***

Ensure adequate funding for special districts' safe and reliable core local service delivery. Protect special districts' resources from the shift or diversion of revenues without the consent of the affected districts.

Promote the financial independence of special districts and afford them access to revenue opportunities equal to that of other types of local agencies. Protect and preserve special districts' property tax allocations and local flexibility with revenue and diversify local revenue sources.

Support opportunities that allow the district to compete for its fair share of regional, state, and federal funding, and that maintain funding streams. Opportunities may include competitive grant and funding programs.

Opportunities may also include dedicated funding streams at the regional, state, or federal levels that allow the district to maximize local revenues, offset and leverage capital expenditures, and maintain district goals and standards.

### ***Governance and Accountability***

Enhance special districts' ability to govern as independent, local government bodies in an open and accessible manner. Encourage best practices that avoid burdensome, costly, redundant or one-size-fits-all approaches.

Protect meaningful public participation in local agency formations, dissolutions, and reorganizations, and ensure local services meet the unique needs, priorities, and preferences of each community.

Oppose additional public meeting and records requirements that unnecessarily increase the burden on public resources without effectively fostering public engagement and enhancing accountability of government agencies.

Promote local-level solutions, decision-making, and management concerning service delivery and governance structures while upholding voter control and maintaining district control over local government jurisdictional reorganizations and/or consolidations.

Oppose legislation that weakens the liability protections of special districts and their public officials granted under the Oregon Tort Claims Act or similar federal legislation.

### ***Human Resources and Personnel***

Promote policies related to hiring, management, benefits and retirement that afford flexibility, contain costs, and enhance the ability to recruit and retain highly qualified, career-minded employees to public service. As public agency employers, support policies that foster productive relationships between management and employees.

Maintain special districts' ability to exercise local flexibility by minimizing state mandated contract requirements. Oppose any measure that would hinder the ability of special districts to maximize local



resources and efficiencies through the use of contracted services.

***Infrastructure, Innovation, and Investment***

Encourage prudent planning for investment and maintenance of innovative long-term infrastructure. Support the contracting flexibility and fiscal tools and incentives needed to help special districts meet Oregon's changing demands. Promote the efficient, effective, and sustainable delivery of core local services.

Prevent restrictive one-size-fits-all public works requirements that increase costs to taxpayers and reduce local flexibility.

***[Add Additional Priorities Relevant to Your District]***