

**CHILOQUIN FIRE & RESCUE  
REGULAR MEETING  
OF THE  
BOARD OF DIRECTORS**

**Minutes**

**McLaughlin Training Center  
120 E. Schonchin Street  
Chiloquin, Oregon**

**July 19, 2017**

**6:00 PM**

**Call to Order:** BM Norm Fowler called the meeting to order at 6:00pm.

Pledge of Allegiance

**Roll Call:** BM Norm Fowler, BM Curtis Hoopes, Dave Burnett, Kevin Moore, Anna Fowler, Fire Chief Mike Cook, Missy Danforth and Louise Groomer. Budget Members: Laura Kihlman, Tim McDermott. Guest: Fire Chief Shannon Hayward, Brandon Fowler and Barbra (Org. Shore II Resident).

**First Order of Business:**

1. Oath of Office - Dave Burnett, Kevin Moore and Anna Fowler: BM Norm Fowler administered the oath of office to Dave Burnett, Kevin Moore and Anna Fowler.
2. Election of Board Positions - President, VP & Sec / Treas.:  
President: BM Norm Fowler made a motion to have Dave Burnett remain as President of the Board, seconded by BM Curtis Hoopes.

Vote: 5 Ayes, 0 Nays  
Motion Carried

Vice President: BM Norm Fowler made a motion to have Kevin Moore remain as Vice President of the Board, seconded by BM Curtis Hoopes.

Vote: 5 Ayes, 0 Nays  
Motion Carried

Secretary / Treasurer: BM Norm Fowler made a motion to have Anna Fowler remain as Secretary / Treasurer of the Board, seconded by BM Curtis Hoopes.

Vote: 5 Ayes, 0 Nays  
Motion Carried

The Board approved Board Meeting Minutes from June 21, 2017

**Correspondence:**

1. CUP 13-17
2. Thank You Letter
3. SDAO Training

4. Notice of Award for VFA Grant
5. SDAO Board Vacancy Notification

**Outgoing:**

1. Response to CUP 13-17

**Financial Report:**

1. Reconciliation Reports: After the Board reviewed the reconciliation reports for June, Sec / Treas. Anna Fowler made a motion to accept all reconciliation reports for June, seconded by BM Norm Fowler.

Vote: 5 Ayes, 0 Nays  
Motion Carried

2. Expenditure Report: After the Board reviewed the incomplete expenditure reports for June, Sec / Treas. Anna Fowler made a motion to accept the incomplete expenditure reports for June, seconded by BM Norm Fowler.

Vote: 5 Ayes, 0 Nays  
Motion Carried

Incomplete expenditure report for June is due to pending expenditures for the close out of the fiscal year 2016 / 2017.

3. Financial Report: After the Board reviewed the financial reports for June, Sec / Treas. Anna Fowler made a motion to accept the financial reports for June, seconded by BM Norm Fowler.

Vote: 5 Ayes, 0 Nays  
Motion Carried

**Old Business:**

1. Annex Property Update: Chief Cook stated we will be closing in August. The Board agreed to have President Dave Burnett sign the closing documents.
2. Lighting Retrofit Proposal / Station #: Currently waiting for the materials to arrive.

**New Business:**

1. Cell Tower Storage at Station #3: Discussion was held on the Cell Tower at Station #3. An invoice will be prepared billing them \$100.00 per month since their last payment. BM Norm Fowler will attempt to make contact.
2. SDAO Training: Pres. Dave Burnett and BM Curtis Hoopes shared information from their training. They both agreed it was very informative.
3. Gilchrest: Pres. Burnett attended the Crescent RFPD car show in Gilchrist. Pres. Burnett stated it was a good turn out and glad he could show his support for the fire department.
4. Chief Hayward from Chemult: Chief Hayward discussed the lamResponding Program his department is using. The program has the following features:

- FREE iOS (Apple) and Android apps, with fully integrated Google Maps™
- Dispatch messages right to all of your mobile devices;
- Mapping of your incidents, with voice and visual navigation to the scene;
- Live mapping of the current location of all of your responding members;
- Hydrant and water source mapping;
- 40+ map marker icons (truss construction information, Knox Box™ information and locations, road closures, bridge height and weight restrictions, and many more);
- AVL - automated mapping of the location of all responding apparatus;
- Pre-plans embedded right into your maps for immediate identification and access to pre-plan documents and images;
- An instant mass-messaging system for enhanced communications within your department or team;
- Web-based scheduling;
- Station Alerting with customized alert sounds and audio play of dispatch information;
- Full incident reporting;
- Training and Drill tracking and reporting;
- Attendance (meetings, fundraisers, etc) tracking and reporting;
- Class completion tracking and reporting;
- Service award point (LOSAP) tracking and reporting;
- Expiration date tracking and reporting (e.g. for all certifications);
- Apparatus status tracking;
- A fully interactive calendar;

Chief Cook will continue looking into the program and report back to the Board.

**Chief's Report:**

- 67 dispatches for the month / 338 dispatches for the year
- 1 Structure fire - Saved the house
- Vehicle maintenance continues
- Painting on the outside of Station 1 continues
- General station clean up
- Currently painting the inside of Station 1 & 2
- Having Radio Issues - Looking for a solution
- Hose washer is plumbed and working
- Lobart Project
- Multiple community events
- Assisting Sprague River on calls

**Volunteer Report:** None

**Public Comment:** None

**Adjournment:** President Dave Burnett adjourned the meeting at 6:31 pm.

Respectfully Submitted,

Missy Danforth