

**Klamath County Fire District 1
Board of Directors
Regular Meeting Minutes
3:00 p.m., Tuesday, February 21, 2023
Central Fire Station
143 N. Broad Street, Klamath Falls, OR 97601**

1. Call Meeting to Order

President Storey called the meeting to order at 3:00 p.m.

2. Pledge of Allegiance

President Storey led the Board and attendees in the Pledge of Allegiance.

3. Roll Call of Directors

Present:

Gloria Storey, President

Mike Jones, Vice-President

Dennis Thomas, Secretary Treasurer

Gene Rogers, Director

Ernest Palmer, Director

4. Approval of the Agenda

Secretary Treasurer Thomas made a motion to approve the agenda, seconded by Vice-President Jones, motion carried unanimously.

5. Adjourn and move into Executive Session

Under section 192.660 (2) (a) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

The regular meeting adjourned to Executive Session at 3:01 p.m. and reconvened at 4:00 p.m.

6. Public Comment

None.

7. Approval of Minutes

a. January 17, 2023 Regular Meeting Minutes

Director Rogers made a motion to approve the January 17, 2023 regular meeting minutes, seconded by Secretary Treasurer Thomas, motion carried unanimously.

b. January 25, 2023 Special Meeting Minutes

Director Rogers made a motion to approve the January 25, 2023 special meeting minutes, seconded by Secretary Treasurer Thomas, motion carried unanimously.

8. Financial Reports

a. January 2023 Financial Report

Director Palmer made a motion to approve the January 2023 financial report subject to final audit, seconded by Vice-President Jones, motion carried unanimously.

b. Ratification of January 2023 Bills

Vice-President Jones made a motion to approve the January 2023 bills, seconded by Director Palmer, motion carried unanimously.

c. January 2023 EMS Billing Report

Director Rogers made a motion to approve the January 2023 EMS billing report, seconded by Vice-President Jones, motion carried unanimously.

President Storey requested DAS Hull provide the Board with the collections balance at the next Board meeting.

9. Unfinished Business

a. Station 4 Update

FC Davis reported crews moved in and are working from the station. There is a list of items to complete and several loose ends to wrap up.

b. Apprenticeship Program

FC Davis attended several meetings over the past month concerning the program. A plan is in place with Klamath Community College (KCC) and a KCC representative will assist the District in becoming a certified firefighter apprenticeship program with BOLI. The budget and contract are expected from the state by the end of February; DAS Hull and FC Davis have a draft budget ready to finalize upon receipt of the state budget and contract. FC Davis and BC Knutson will take the leadership role for management and as coaches are selected, a labor representative will also be selected. The program will start in September in line with the KCC schedule and KCFD1 personnel will run academy on the days KCC is not scheduled. FC Davis will email the contract to the Board ahead of the next Board meeting.

c. District Boundaries and Tax Collection

FC Davis met with FC Woodruff and talked to Rhine Cross, who can complete a survey of the boundary between District 1 and District 4 at a cost of \$1,800. FC Davis and FC Woodruff will meet again to discuss their concerns if the realignment is to be solidified. Coordinated support is necessary, including support of the County Assessor. There are over 300 properties in the area of discussion.

d. Safety and Security Plan Update

DC Webb reported new door lock mechanisms are on order; doors and lighting are the priorities at this time. Fencing at Station 1, due to cost, is further down the list of priorities and additional lighting has not yet been installed.

10. New Business

a. Board Policy 2.2 Organizational Structure

The Board reviewed the current organizational chart. It was discussed the attorney and Budget Committee should not be placed ahead of the Fire Chief. The Board requested a proposed alignment be brought to the next meeting.

b. 2023-2024 Budget Calendar and Members

DAS Hull reported there are two full-term positions and a partial term available. President Storey requested a resignation letter be requested from Pamela Ruddock for the files and that a letter be sent to Vickie Noel and Greg Williams asking if they wish to reapply. Information will be put on social media and in the newspaper to solicit new members.

11. Informational Reports

Fire Chief

a. Fire Chief Activity Memo February

FC Davis and Chiefs Hitchcock, Webb, Hoskins and Bishop attended the Fire Chiefs Roundtable in Eugene, where operations, trends, technology and several other topics were discussed. FC Davis is still waiting to hear from the state regarding the Fire Service Capacity Grant for prevention. The state Mobilization Committee continues to work on the state mobilization plan with two meetings remaining. FC Davis participated on the Kingsley Field Base Restoration Advisory Board where chemical clean up topics were discussed. The Klamath County Title III Committee met and will be making recommendations to the Commissioners for search, rescue and fire response, along with allocation of grant monies where federal lands are impacted. FC Davis and Director Rogers attended the Fire Cooperators regional meeting, with Director Rogers presenting on fire history in Klamath County. The group discussed several topics in an effort to bring fire partners together prior to working together on an event.

A large portion of the policy manual is complete, annual reviews and discussions about goals and the future are taking place. President Storey added that FC Davis' review is due in March. Director Palmer inquired as to if FC Davis has heard from CoGen; there has been no word from them. As requested by the Board, FC Davis presented a priority list for major purchases, with the new radio purchase being top priority. FC Davis reviewed the list and answered questions. President Storey requested the list be maintained and used as a reference for the budget. Secretary Treasurer Thomas stressed the Board's request to prioritize health and safety. FC Davis provided additional information on some of the issues being addressed at Station 4.

b. Fire Marshal Activity Memo February

FC Davis reported FM Tramp attended the International Association of Arson Investigators and the Incident Safety Officer trainings this past month. FC Davis and FM Tramp applied for a state Fire Marshal wildland urban interface grant to address 133 acres between Moore Park and Southview. The grant also provides for a mitigation trailer and chipper. FM Tramp attended the Planning Commission meeting for updating Articles 20, 68 and 70, which address fire department access, roadways, and public utilities. FC Davis and FM Tramp met with American Fire Systems about fire system maintenance within the community and a mitigation meeting was held with Integral Youth Service and Oregon Department of Forestry.

c. Thank You Correspondence

No Discussion.

Director of Administrative Services Administrative Update

a. Director of Administrative Services Activity Update February

No report.

Deputy Chief – Operations

a. DC-Operations Activity Memo February

DC Hitchcock provided a brief update on several ongoing projects. District involvement in the Sheriff's office Search and Rescue program is being evaluated to determine the expected level of involvement from the District, including budgetary expectations. Work continues on plans and policies, the computer aided dispatch (CAD) and records management systems (RMS) replacement, the apprenticeship program, and engine standardization. The SWAT team is operating without

medical director oversight of the program, which the District can't respond without, therefore the Klamath Falls Police Department will be handling their own SWAT calls.

- b. Incident Activity through January 31, 2023
The Board was pleased with the new format.

Deputy Chief - Professional Standards

- a. DC-Professional Standards Activity Memo February

DC Webb reported WHA Insurance provided a consultation walk-through of Station 4 and will have a report within the next couple of weeks. The EMS Committee held the first meeting in two years and the members are all single role and have been with the District for less than two years. The District hosted a meeting with the GEMT CCO provider to better understand the program moving forward. A Braun representative looked at 3175 in regard to a remount; it is 3173 that ultimately needs replaced. Funds are available in the budget, but the project is hung up on availability of equipment; DC Webb should have a better direction for this project at the next Board meeting.

- b. BC Training Activity Memo February

DC Webb briefly reviewed the January training focus and February schedule. An orientation of the KCC training ground was provided to crews. New training requirements are in place, and being implemented, due to the State Recertification process. Dr. Freid was on-site for case reviews.

12. Public Comment

The Board briefly discussed the process for FC Davis' contract review.


13. Adjourn

Motion to adjourn by Vice-President Jones, seconded by Secretary Treasurer Thomas, motion carried unanimously.

The regular session adjourned at 4:59 p.m.

The next regularly scheduled meeting of the Klamath County Fire District 1 Board of Directors will be at the Central Fire Station, 143 N. Broad Street, Klamath Falls, OR 97601 on Tuesday, March 21, 2023, at 4:00 p.m.

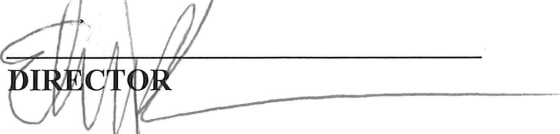
BOARD MEMBER SIGNATURES



PRESIDENT



SECRETARY / TREASURER



DIRECTOR



VICE-PRESIDENT



DIRECTOR