Klamath County Fire District No. 1
Board of Directors
Regular Meeting Minutes
6:00 p.m., Tuesday, February 18, 2020
Central Fire Station
143 N. Broad Street, Klamath Falls, OR 97601

1. Call Meeting to Order
President Storey called the meeting to order at 6:00 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
Ernest Palmer, Director

Absent:
Gene Rogers, Director

Approval of the Agenda
Vice President Jones made a motion to approve the agenda, seconded by Director Palmer, motion carried unanimously.

4. Public Comment
None.

5. Approval of Minutes
a. January 21, 2020 Regular Meeting Minutes
Director Rogers will need to be present to approve the regular meeting minutes from January 21, 2020.

b. February 5, 2020 Special Meeting Minutes
Director Palmer made a motion to approve the minutes as presented, seconded by Vice President Jones, motion carried unanimously

c. February 6, 2020 Special Meeting Minutes
Vice President Jones made a motion to approve the minutes as presented, seconded by Director Palmer, motion carried unanimously

6. Financial Reports
a. January 2020 Report
Finance Officer, Phil Hull presented January 2020 Financial Report. Director Palmer asked about projected revenues. Phil explained revenue categories including Fire Revenue, Interfacility Revenue and Airport Transport Revenue, and that those categories are relatively new, and that they were created to better reflect various activities like conflagration reimbursements. Chief Brown and Phil

are working on a way to separate interfacility transport and Ground Emergency Medical Transport revenues from the general EMS financials.

Vice President Jones made a motion to approve the January 2020 Financial Report, seconded by Secretary Treasurer Thomas, motion carried unanimously.

b. Ratification of January 2020 Bills

Director Palmer made a motion to approve the Ratification of January 2020 Bills, seconded by Vice President Jones, motion carried unanimously.

c. January 2020 EMS Billing Report

DC Brown presented the January 2020 EMS Billing Report. DC Brown commended his team for "knocking it out of the park". The EMS Division has seen a significant improvement in the number of days it takes to send bills in a timely manner. DC Brown stated the next steps will be to tackle the Aging accounts in a more concerted manner. General discussion followed regarding the Aging Report and the ability for the EMS Billing team to focus on the aging accounts.

Vice President Jones made a motion to approve the January 2020 EMS Billing Report, seconded by Secretary Treasurer Thomas, motion carried unanimously.

7. Unfinished Business

a. Employee Appreciation Dinner update

Chief Spradley provided an update for the 2020 Employee Appreciation Dinner. There were 112 people in attendance this year (slightly down from last year) and a total of $3077.00 was raised for the Foundation. Chief Spradley noted that he and his family were honored by the retirement award presented at the dinner and he appreciated the efforts of all involved. Brief discussion followed with Director Palmer requesting follow-up information on the budget break down for this event.

b. Station 1 SRGP update-DC Thueson

DC Thueson reported numbers from Modoc are expected soon. The last set of plans included a Captain's office, decontamination room, dorms, and an ADA bathroom. Going forward, the focus will be on details such as flooring, colors, etc. The contract for the storage facility has been completed and it is located on Spring Street near Buckles RV. The District will take occupancy on March 1st. March 23rd is the target date for crews to relocate to the other stations. Modoc will become much more engaged toward mid-April. DC Thueson asked if the Board would like him to email the plans from Modoc. President Storey stated if there are no major changes, there is no need to email the plans.

c. Ambulance Purchase update-DC Brown

DC Brown reported that the newest ambulance is nearing completion and that he will pick up on March 3rd.

8. New Business

a. Select Board Representatives for Fire Chief Contract Negotiations

President Storey stated that contract finalization would be best suited for the offices of Board President and Vice President, in consultation with the Attorney.

Secretary Treasurer Thomas made a motion to select President Storey and Vice President Jones to lead contract negotiations for Fire Chief, seconded by Vice President Jones, motion carried unanimously.

b. Review Proposed 2020-2021 Budget Calendar
Chief Spradley presented the draft Budget Calendar for review. Both President Storey and Vice President Jones stated conflicts with the proposed May 28th meeting date. Director Palmer stated that the budget could likely be completed in one meeting and suggested going with the June 4th date. The Directors generally agreed with that date and President Storey requested that Chief Spradley contact the other Budget Committee members to confirm the schedule.

c. 3114 Disposition Related to Accident with City Snow Plow
DC Hitchcock presented the 3114 post accident report and noted that 3114 is a 26-year old pumper with 234k miles. General discussion followed regarding the surplus of 3114 as scrap, taking off newer tires and other equipment. Discussion occurred on potential issues of delivery and transport of a used replacement apparatus. President Storey asked BC Hoskins to add to the discussion. BC Hoskins stated that it would be great to have a new pumper; however, a newer, quality used apparatus would also work and still improve the fleet overall. Chief Spradley stated that the District could replace 3114 with an engine of similar age with lower miles, and although that option is cheaper, it doesn't move the apparatus replacement plan in the right direction. The District has identified the goal replacing pumpers at 25 years; 20 years of front line service, with an additional 5 years in reserve status. Director Palmer asked what we could get for $150k. DC Hitchcock reported that he believed we could find a 2008-2011 model pumper that would meet the District's specifications. The consensus of the Board is to move in the direction of approving additional funds over and above the insurance reimbursement to replace 3114 with a used pumper for up to a $150k. DC Hitchcock will present the findings of his search at the next Board meeting.

Director Palmer made a motion to surplus 3114 and pursue the purchase of a replacement pumper, seconded by Vice President Jones, motion carried unanimously.

d. Consideration of Labor Attorney
Chief Spradley presented an overview of CDR Labor Law with attorneys Adam Collier, Chris Duckworth, and Dan Rowan. Chief Spradley proposed Board approval to facilitate records transfer from Bullard Law to CDR Labor Law.

Vice President Jones made a motion to approve the Fire Chief to facilitate the transfer records to CDR Labor Law, seconded by Director Palmer, motion carried unanimously.

9. Informational Reports

Fire Chief

a. Fire Chief's Activity Memo January-February
Chief Spradley presented monthly activity report. Discussion followed regarding Fire Chief Recruitment process meeting with HR on January 31st, annual Employee Appreciation Dinner on February 1st and meeting with Local 890 to review draft MOU on Article 17 language issues on February 12th.

Division Chief – Suppression

a. Division Chief-Suppression Activity Memo January-February
DC Hitchcock presented Suppression Division activity memo report with emphasis on Training and three grants that have been closed out. INTTERRA Pre-Plans training, Pierce Engine AFG close out, SAFER AFG reporting, AFG Air Packs close out were highlighted during the discussion. In addition, a DHS grant was completed February 3rd for planning and evaluation of the interoperable

communications system. He also reported on the significant amount of work currently taking place to related to integrate the Computer Aided Dispatch (CAD) system with the INTERRA program. The potential benefits of this work are numerous and include reduced radio traffic on the system, accurate GIS based data, real time apparatus tracking, and preplan access to incident commanders via Mobile Data Terminals. Further discussion followed.

b. Incident Activity through January 31, 2020
DC Hitchcock reviewed monthly Major Incident Activity Report.

Division Chief – Emergency Medical Services

a. Division Chief-Emergency Medical Services Activity Memo January-February
Chief Brown presented activity memo and general discussion followed regarding Admin and Training prep on January 23rd, Chief's meeting regarding an EMS Billing complaint on January 27th, and various webinars, meetings, and teleconferences throughout the month.

Division Chief – Prevention

a. Fire Marshal Community Activity Memo January-February
DC Thueson presented monthly activity memo report. General discussion followed regarding fatal fire report and the amount of time and work it took to thoroughly investigate this tragic event. DC Thueson attended the International Association of Arson Investigators conference from January 21st-24th. DC Thueson reported that 100% of hotels within the fire district have been inspected and the re-inspections are starting soon. In addition, the Prevention Division solved a significant gas leak in a case that involved a family living above a motel for several months. The leak issue was corrected by the gas company on the same day as discovered and successly prevented a potentially deadly event for this family.

b. Fire Prevention Snapshot
DC Thueson provided a general review of the Fire Prevention Snapshot report.

10. Public Comment
None.

11. Adjourn to Executive Session
Motion to adjourn to Executive Session by Vice President Jones, seconded by Secretary Treasurer Thomas, motion carried unanimously. Meeting adjourned into Executive Session at 7:06 p.m.

12. Executive Session - Executive session called to order by President Storey at 7:10 pm.
Under section 192.660 (2) (a) to consider employment of the Chief Executive Officer

14. Adjourn Executive Session - Executive session adjourned at 8:05 pm.

The next regularly scheduled meeting of the Klamath County Fire District No. 1 Board of Directors will be at the Central Fire Station, 143 N. Broad Street, Klamath Falls, OR 97601 on Tuesday, March 17, 2020, at 6:00 p.m.

BOARD MEMBER SIGNATURES

_____	_____
PRESIDENT	**VICE-PRESIDENT**
_____	_____
SECRETARY / TREASURER	**DIRECTOR**