

**Klamath County Fire District 1**  
**Board of Directors**  
**Regular Meeting Minutes**  
**4:00 p.m., Tuesday, January 21, 2025**  
**Central Fire Station**  
**143 N. Broad Street, Klamath Falls, OR 97601**

**1. Call Meeting to Order**

President Storey called the meeting to order at 4:00 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

Ernie Palmer, Director

Gene Rogers, Director (virtually)

**4. Approval of the Agenda**

Secretary Treasurer Thomas made a motion to approve the agenda, seconded by Director Palmer, motion carried five to zero.

**5. Executive Session** (*The Board will reconvene to regular session.*)

Under ORS section 192.660 (2) (h) 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 4:05 p.m. and reconvened to regular session at 4:20 p.m.

**6. Approval of Minutes**

a. December 17, 2024 Regular Meeting Minutes

Director Palmer made a motion to approve the December 17, 2024 regular meeting minutes, seconded by Vice-President Jones, motion carried five to zero.

**7. Financial Reports**

a. December 2024 Financial Reports

Vice-President Jones made a motion to approve the December 2024 financial reports, seconded by Secretary Treasurer Thomas, motion carried five to zero.

b. Ratification of December 2024 Bills

Director Palmer made a motion to approve the December 2024 bills, seconded by Director Rogers, motion carried five to zero.

c. December 2024 EMS Billing Reports

Vice-President Jones made a motion to approve the December 2024 EMS billing reports, seconded by Director Palmer, motion carried five to zero.

**8. Unfinished Business**

a. Fire Mitigation Grant RFP Update

FM Tramp reported three proposals were received and have been scored. The proposals will be presented to the Board of Directors at the February meeting for authorization to award.

**9. New Business**

a. 2025 Board of Directors Meeting Schedule

FC Davis requested the March 18 meeting be moved to March 11 due to a conflict in the meeting room schedule.

Vice-President Jones made a motion to amend the March meeting date, seconded by Director Palmer, motion carried five to zero. Secretary Treasurer Thomas will not be able to attend.

b. 2025 Holiday Schedule

Secretary Treasurer Thomas made a motion to approve the 2025 Holiday Schedule as presented, seconded by Vice-President Jones, motion carried five to zero.

c. 2025 Board of Director Term Expirations

Terms for Secretary Treasurer Thomas and Director Palmer will expire June 30. Both members indicated they will run for an additional term.

d. Civil Service Commission Vacancy

FC Davis reported the Civil Service Commission has one vacancy and recruitment closes January 22. Interviews will be conducted by FC Davis, Attorney Ratliff, and one Board member; Director Rogers offered to fill the Board member role.

Vice-President Jones made a motion to approve Director Rogers' participation in the interviews, seconded by Secretary Treasurer Thomas, motion carried five to zero.

e. Appoint Captain Examination Committee Members

DC Hitchcock reported Captain Justin Poe will participate on the Captain's Examination Committee in lieu of Captain Steve Leslie. President Storey, as the Board representative, will also be on the committee. At this time, a meeting date has not been established.

Director Palmer made a motion to approve the committee as outlined, seconded by Vice-President Jones, motion carried five to zero.

**10. Informational Reports**

Fire Chief

a. Fire Chief Activity Memo January

FC Davis announced organizational changes to include a new organizational chart, supervision changes, reporting, position announcements, position recruitments, and timelines for implementation. FC Davis met with DAS Hull to discuss personnel retirement items and to draft the auditing services request for proposal. Throughout the month several questions were answered in regard to the Insurance Services Organization (ISO) evaluation and the impact on community members. Progress updates were made to the strategic business plan review. A meeting was held with Sky Lakes CEO, David Cauble, regarding inter-facility transfers, call volume and effects in the emergency room. Process improvements are being lined out for airport transports and billing. The Civil Service Commission met and addressed rule changes, firefighter job offers, position descriptions and recruitment processes.

b. Thank you Correspondence

An email was received from AirLink complimenting Firefighter Brody Nelson and Paramedic Leland Ortis on their assistance and patience on a specific transport.

Deputy Chief

a. DC Activity Memo January

DC Hitchcock briefly reviewed items addressed in the Ops meeting. DC Hitchcock attended the Sheriff's Banquet in Bend where Captain Steve Leslie was presented with a Sustained Superior Services Award for work with the Sheriff's office and KCFD1. The Stryker contract for medical durable equipment is signed for 2025, the High Risk Team is assisting with six repeat patients, items passed on from the vacant Professional Standards position are being worked on, the computer aided dispatch (CAD) project is anticipated to roll out the second week of March, and DC Hitchcock, Chief Davis and DC Knutson attend the Oregon Fire Chiefs Association (OFCA) roundtable conference in Eugene.

b. December Incident Activity

Vice-President Jones asked for the definition of a "good intent" call. DC Hitchcock explained they are typically calls from someone who saw or heard something that wasn't necessarily the case.

Division Chief – Training

a. DC-Training Activity Memo January

DC Knutson reported a representative from the Department of Public Safety Standards & Training (DPSST) provided a car fire training at Klamath Community College, the apprentice academy finished on December 20, and the January training focus is on Blue Card Command recertification.

Division Chief – Fire Marshal

a. DC-Fire Marshal Activity Memo January

FM Tramp reported the 2025 fire and life safety inspection goal, to include pre-fire plans, is 250 inspections. Several plan reviews came through last month, there were no major fire investigations, the January informational radio slot is running, 2025 events are being planned, and the Community Risk Reduction (CRR) program will ramp back up March/April with the additional staff provided by the OSFM grant. FM Tramp added landscaping is being done at Station 5, designed to showcase fire resistive plants.

President Storey asked about food truck fires locally and the District's authority to inspect them. FM Tramp recalled two small fires and explained with the new mobile food unit (MFU) codes, the District has the authority to inspect them. There are currently eight food units compliant of the approximately 33 identified in this area, with 16 inspections complete. Klamath County Health Department inspects MFUs for health safety.

**11. Public comment**

Local 890 Union President Zach Sweeney was in attendance to share critical information relevant to the District's proposal to add a sixth administrative level chief officer position. Several employees and some family members were also in attendance. President Sweeney read from a prepared document which outlined the following points: analysis and comparison of KCFD1 to 21 other Oregon fire departments and the number of Chief Officers needed to accomplish administrative tasks, competitive pay, firefighter to resident ratios, goals and costs of decisions made to include value brought to the community and safety and effectiveness of workforce, prioritizing staffing/wages/safety, and recruitment and retention. President Sweeney summarized the presentation asking that the District focus resources on frontline personnel, safety, services provided, and accountability.

DC Hitchcock provided additional context about staffing models, and said management approached labor on multiple occasions attempting to address staffing challenges. He also stated that 11 options were presented to labor that outlined ideas for maintaining a minimum number of personnel on shift. Sweeney responded and stated that labor did not provide input under legal advice.

FC Davis stated responder safety comes first and management does not want to put staff in any position that is beyond what members can deal with. District management manages funds for a number of programs administered, taking into account impacts on the budget, demands on responders, and demands on chief officers that come from many different angles. FC Davis added that additional communications are necessary in order to figure out how to move forward and get beyond the major challenge of aligning labor and management goals.

In response to Board member questions, FC Davis added a conversation was held with President Sweeney last week, and that the matters involving staffing have been discussed and worked on for over the past year and a half. There has been a temporary (memorandum of understanding) utilized within that timeframe that did not provide a permanent solution and multiple meetings involving staffing topics. A copy of President Sweeney’s written presentation will be emailed to the Board.

Vice-President Jones added there is no doubt personnel want what is absolutely best for the District and believes that management feels the exact same. Vice-President Jones agrees it is necessary fix the wage gap issue for retention and in order to be competitive, remembering though, that the bigger districts do have a bigger revenue source. The District needs to get back to where management and the union has some sense of spirited cooperation to bring the District back as a whole and work together realizing ideas aren’t always going to align.


**12. Adjourn**

Motion to adjourn by Director Palmer, seconded by Secretary Treasurer Thomas, motion carried five to zero.


The regular session adjourned at 5:03 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, February 18, 2025, at 4:00 p.m.

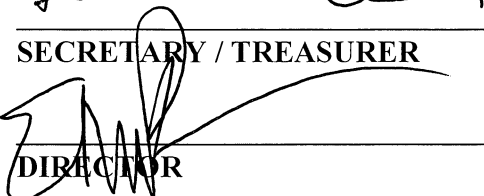
**BOARD MEMBER SIGNATURES**

  
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**PRESIDENT**

  
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**VICE-PRESIDENT**

  
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**SECRETARY / TREASURER**

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**DIRECTOR**

  
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**DIRECTOR**