

**Klamath County Fire District 1
Board of Directors
Regular Meeting Minutes
4:00 p.m., Monday, June 26, 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 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

Dennis Thomas, Secretary Treasurer

Ernest Palmer, Director

Gene Rogers, Director

Absent:

Mike Jones, Vice-President

4. Approval of the Agenda

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

5. Public Comment

None.

6. Public Hearing

Budget for Fiscal Year 2023-2024

DAS Hull read the Notice of Budget Hearing. The purpose of the hearing is to discuss the 2023-2024 budget and take any comments from the public.

7. Approval of Minutes

a. May 23, 2023 Regular Meeting Minutes

Director Rogers made a motion to approve the May 23, 2023 regular meeting minutes, seconded by Director Palmer, motion carried unanimously.

8. Financial Reports

a. May 2023 Financial Report

Secretary Treasurer Thomas made a motion to approve the May 2023 financial report, seconded by Director Rogers, motion carried unanimously.

b. Ratification of May 2023 Bills

Director Palmer made a motion to approve the May 2023 bills, seconded by Secretary Treasurer Thomas, motion carried unanimously.

c. May 2023 EMS Billing Report

Director Rogers made a motion to approve the May 2023 EMS billing report, seconded by Secretary Treasurer Thomas, motion carried unanimously.

9. Unfinished Business

a. District Boundaries and Tax Collection

Pending Rhine-Cross final report.

b. Apprenticeship Program

FC Davis reported the recruitment process is open and closes on July 7; to-date there are 223 applicants. Video interviews are in process to reduce the number to the top 20 candidates, plus veterans. From there applicants will be ranked and put on a list of the top 10. The majority of the applicants appear to be from southern Oregon and the Klamath area. The agreement with KCC is being finalized.

c. Appointment of Civil Service Commissioners

Attorney Ratliff reported the Interview Committee met with three applicants and has two excellent recommendations; the third applicant is related to an employee, which might create a conflict. Attorney Ratliff recommended two applicants be appointed at this meeting and that the process be re-opened for another week to fill the third position. FC Davis and Attorney Ratliff have draft policies to present to the Commission for consideration.

Director Rogers made a motion to approve the two applicants and to extend the application process for another week, seconded by Secretary Treasurer Thomas, motion carried unanimously.

Attorney Ratliff requested the motion be modified to appoint the applicants, stating their names.

Secretary Treasurer Thomas made a motion to appoint Cathy Brosnan-Trepus and Scott Olsen to the Civil Service Commission and to extend the application process for another week, seconded by Director Rogers, motion carried unanimously.

10. New Business

a. Resolution 2023-01 – Increasing Appropriation Authority for the 2022-2023 Budget

AO Hull reported American Recovery Plan Act grant funds of \$145,000 were received and expended, but not included in the 2022-2023 budget. Due to being a specific purpose grant (radios), a supplemental budget is not needed, however, a resolution is required. DAS Hull read resolution 2023-01.

Secretary Treasurer Thomas made a motion to approve Resolution 2023-01 Increasing Appropriation Authority for the 2022-2023 Budget, seconded by Director Palmer, motion carried unanimously.

b. Resolution 2023-02 – Adopting Fiscal Year 2023-2024 Budget, Appropriating Expenditures, Imposing and Categorizing the Tax

AO Hull explained the 2023-2024 budget is approved by the Budget Committee, but asked the Board to approve a \$25,000 increase to the General Fund for parking lot work at Station 4 that was not part of the original Station 4 project; the expense will be reflected in Capital Outlay.

Secretary Treasurer Thomas made a motion to approve a \$25,000 increase to the 2023-2024 Budget for Station 4 parking improvements, seconded by Director Rogers, motion carried unanimously.

AO Hull read Resolution 2023-02, Adopting Fiscal Year 2023-2024 Budget, reflecting a \$25,000 increase approved in the prior motion.

Director Rogers made a motion to approve Resolution 2023-02 Adopting Fiscal year 2023-2024 Budget, seconded by Secretary Treasurer Thomas, motion carried with Director Palmer opposed.

Secretary Treasurer Thomas made a motion to approve the budget as presented for fiscal year 2023-2024, seconded by Director Rogers, motion carried with Director Palmer opposed.

Director Rogers made a motion to impose the tax rate of \$2.8822 for the operations of Klamath County Fire District 1 for fiscal year 2023-2024, seconded by Secretary Treasurer Thomas, motion carried with Director Palmer opposed.

Secretary Treasurer Thomas made a motion to categorize the tax as General Government Limitation of \$2.8822/\$1,000 per Article XI, section 11b, seconded by Director Rogers, motion carried with Director Palmer opposed.

- c. Resolution 2023-03 – Non-Represented Personnel Wages and Benefits for Fiscal Year 2023-2024
AO Hull explained the Resolution is in compliance with the Collective Bargaining Agreement and represents a cost-of-living increase and a change in vacation accrual and sell-back methods.

Director Palmer made a motion to read Resolution 2023-03 by title only, seconded by Secretary Treasurer Thomas, motion carried unanimously.

AO Hull read Resolution 2023-03 Authorizing the Wages and Benefits Schedule for Non-Bargaining Personnel for Fiscal Year 2023-2024, correcting the effective date.

Director Palmer made a motion to adopt Resolution 2023-03 Authorizing the Wages and Benefits Schedule for Non-Bargaining Personnel for the Fiscal Year 2023-2024, seconded by Director Rogers, motion carried unanimously.

- d. HazMat Team 4

FC Davis reported, based on many conversations and consideration over the years and the recent hazmat call in Lakeview, the District decided to change direction and service level involvement as a State Hazmat Team. FC Davis provided history, outlined proposals made to the State, explained the difficulties of running a full team, and explained there are liability and safety concerns with responding without a full team. On average, the Hazmat Team is called out less than one time per year. The Board discussed the program, limited capabilities, liabilities, personnel safety, funding, a transition plan, and other details and it was agreed FC Davis will work with the team and the Oregon State Fire Marshal's office (OSFM) over the next six months to transition out of the program by December 31, 2023.

Director Palmer made a motion to not renew the State Hazmat Agreement but to approve a new agreement with certain guidelines and reviewed by Attorney Ratliff and FC Davis to phase out by December 31, 2023, seconded by Secretary Treasurer Thomas, motion carried unanimously.

- e. Crisis Manager/Chaplain

President Storey reported the contract expires June 30, and discussed with the Board how the position works, possible alternatives, position description, and asked if it is a necessary position. The Board also discussed liabilities, contract amount, use of District vehicle, training and certification requirements, accountability and separation of church and state. Board members expressed concerns with many of the items within the position. After a lengthy discussion amongst the Board, BC Hoskins, FC Davis and Attorney Ratliff, it was determined FC Davis will address the issues discussed, meet with the Crisis Liaison, evaluate the contract for changes and bring information back to the board.

- f. Vehicle 3115 Surplus

DC Webb requested authorization to surplus the Freightliner stored at Station 5; no less than \$10,000 is anticipated, but more research is needed.

Secretary Treasurer Thomas made a motion to approve the surplus of the Freightliner engine 3115, seconded by Director Palmer, motion carried unanimously.

11. Informational Reports

Fire Chief

a. Fire Chief Activity Memo June

FC Davis provided updates on the Klamath County Title III committee processes and guidelines for distributing federal lands related grant money, the Klamath Tribes fire protection agreement, the KCC apprenticeship agreement in regard to BOLI requirements, and an update on the Fire Defense Board as preparations continue for fire season. FC Davis reported Chief Woodruff, District 4, is leaving mid-July and the interim Chief is Nate Markee. Staff is finishing work on the Department Policy Manual, and July 13 is an SDAO training on risk management that includes the Board of Directors. There are a number of things to work on in the next few months to prepare for the ISO rating review in early 2024, FC Davis would like to move the rating from the current 3 rating to a 2, which directly impacts insurance premiums for the community.

b. BC Fire Marshal Activity Memo June

FC Davis reported the civilian Fire Inspector position will be posted July 5, FM Tramp has been on a number of investigations over the past month, the District was awarded a \$146,900 OSFM grant for fire mitigation work between Moore Park and the Southview subdivision, and FM Tramp is testing a media messaging platform called Flash Alerts for incident and event notifications.

Director of Administrative Services

a. Director of Administrative Services Update June

No report.

Deputy Chief – Operations

a. DC-Operations Activity Memo June

FC Davis reported appraisals are underway for Battalion Chiefs to include leadership, mentorship, and supervision and to provide direction for the future. The 2023-2024 budget includes key pieces that affect operations such as facility projects, equipment, PPE and apparatus. The new OSFM Type 3 engine should be received prior to next fire season.

b. Incident Activity

FC Davis reported the District has 225 more calls this year than last year at this time and total annual calls will probably maintain at 8,900-9,000 calls.

Professional Standards

a. DC-Professional Standards Activity Memo June

DC Webb presented data on ambulance activity for the month of May. Several agencies are ramping up for the Eclipse Fest in October in Fort Klamath. Fort Klamath is located in unprotected lands; Rocky Point, Chiloquin Fire, Klamath County Emergency Management and the District are involved in discussions with the event organizers. DC Webb gave a special thank you to Wilsonart for the donation of new countertops for Station 3. DC Webb received a request to donate the surplus generator to Crosspoint Christian School for the baseball scoreboard; no interest was received when the generator was put out to local partners.

Secretary Treasurer Thomas made a motion to approve the donation of the surplus generator to Crosspoint Christian School, seconded by Director Palmer, motion carried unanimously.

b. BC Training Activity Memo June

DC Webb reviewed the training schedule and reported training is also taking place on the new Emergency Networking records management system.

12. Public Comment

Director Palmer asked about a litigation update; Attorney Ratliff will reach out to the attorney for a possible update in July.


13. Adjourn

Motion to adjourn by Director Rogers, seconded by Secretary Treasurer Thomas, motion carried unanimously.

The regular session adjourned at 5:24 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, July 18, 2023, at 4:00 p.m.

BOARD MEMBER SIGNATURES



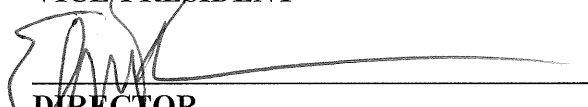
PRESIDENT



SECRETARY / TREASURER



DIRECTOR

VICE PRESIDENT


DIRECTOR