

Klamath County Fire District 1
Board of Directors
Regular Meeting Minutes
4:00 p.m., Tuesday, December 16, 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 Kuntz, Secretary/Treasurer
Nick Randall, Director
Steve Leslie, Director

Absent:

Mike Jones, Vice-President

4. Approval of the Agenda

Secretary Treasurer Kuntz made a motion to approve the agenda, seconded by Director Randall, motion carried four to zero.

5. Approval of Minutes

a. November 18, 2025 Regular Meeting Minutes

Secretary Treasurer Kuntz made a motion to approve the November 18, 2025, regular meeting minutes, seconded by Director Randall, motion carried four to zero.

b. December 9, 2025 Special Meeting Minutes

Secretary Treasurer Kuntz made a motion to approve the December 9, 2025, special meeting minutes, seconded by Director Randall, motion carried four to zero.

6. Financial Reports

a. November 2025 Financial Reports

Secretary Treasurer Kuntz made a motion to approve the November financial report, seconded by Director Randall, motion carried four to zero.

b. Ratification of November 2025 Bills

Secretary Treasurer Kuntz made a motion to approve the November 2025 bills, seconded by Director Randall, motion carried four to zero.

c. November 2025 EMS Billing Reports

Secretary Treasurer Kuntz made a motion to approve the November 2025 EMS billing reports, seconded by Director Leslie, motion carried four to zero.

7. Unfinished Business

a. Station 1 Construction Update

Steven Davidson, ZCS Engineering, described the project concept plan and scope of work to include modifications to the bay door header height, the exterior apron, a new trench drain, a new sewer tie-in, contingency and soft costs, totaling \$369,000. The stall doors will be purchased directly through Overhead Door at a cost of \$19,000. The Board discussed the costs, budget allocation, and a tentative

work timeline for March through July 2026, over two budget periods. Details to relocate apparatus and crews are being discussed. The Station 1 back bay door was discussed as to needed repairs and potential of timing the repairs with the current project.

b. Fire Chief Recruitment Update

DC Hitchcock provided a review of the assessment process, the interview panels that are lined up, and reported 18 assessors have confirmed attendance. The assessment center will start with the assessor dinner on January 14 and interviews will take place on January 15. President Storey reviewed the process for after the assessment center, noting potential scenarios and alternatives that may come up in the offer and negotiation processes. A Special Board of Directors meeting will take place January 15 at 6:30 pm at CFS to discuss the candidates, make an offer (if a candidate is chosen), to be followed by contract negotiations. No decisions will be made until the January 20 Board of Directors meeting. Attorney Ratliff will provide the Board of Directors with the contract used upon hiring Chief Davis so members are familiar with the areas of potential negotiation before the meeting.

8. New Business

a. Generating Revenues

Director Randall addressed the Board and staff present with a plan for thinking outside of the box of normal income generation. For both the Training and Prevention Divisions to potentially become income generators and for staff to think about ways to meet Director Randall's goal of being cash flow positive in both Divisions within two years; a third idea will be presented at a later date. Director Randall presented specific ideas for fuels reduction and reframing how training is thought about to bring in people from outside the District for trainings, using the knowledge of Fire District 1 employees. Director Randall suggested the following action item to DCs Tramp and Denney: come up with 2-3 income generating revenue streams, with the goal being to cover the salaries of the Prevention and Training Chiefs, and to provide a 3-5 minute presentation at the February Board meeting.

Discussion among those present included work capacity, training staffing of districts the same size, currently working for 75 employees in the organization, the Training Division being a "serving" Division, prevention fees established in the current ordinance, and the equipment purchased through the Title III grant. FC Knutson added, there are difficulties getting people in the county to pay for training, Klamath County doesn't have the same local pool that larger counties have, having this conversation is fine as long as there isn't an action behind it, and that the group proceed with the right frame of mind. FC Knutson requested the presentation date be in March to allow more time to prepare. President Storey asked about the possibility of providing CPR classes and about the full cost of credit card purchases under \$10; DC Hitchcock suggested these purchases are most likely made in the course of doing other business.

9. Informational Reports

Interim Fire Chief and Operations

a. Fire Chief and Operations Activity Memo December

Interim FC Knutson reported the SOG and PMP documents are set to launch in January and thanked President Storey for attending the recognition event held for the crews on December 9. Conversations with Klamath County 911 are looking more positive in regard to priority dispatch; the 911 director is familiar with and sees the value of these systems. If 911 selects the Appco Priority Dispatch System, FC Knutson volunteered to be the fire representative for that system.

b. November Incident Activity

No discussion.

c. Thank you Correspondence

No discussion.

Deputy Chief – Support Services

a. Deputy Chief – Support Services Activity Memo December

DC Hitchcock reported the Klamath Interoperable Radio group, in search of alternative strategies to fund aging equipment, approved \$4,500 to hire Lexipol for grant writing. Cintas items are installed and deliveries begin this week with a 60-day trial period; the ALSCO contract is being bought out. The ambulance remount is behind schedule with completion expected in February.

Division Chief – Training

a. Division Chief - Training Activity Memo December

DC Denney provided an update on the completion of the fire academy on November 26 and recruit participation in a live fire training with the KCC academy at District 4 on December 5. Firefighter Doshier finished the EMS FTEP, moving from EMT to paramedic. Training this month included hose beds and Denver packs, hospice, pediatric immobilization, winter driving, Prevention Division SOGs, and extrication. NFIRS will switch to NERIS January 1, standing orders are complete, ETHOS and Blue Card Development trainings are scheduled, and the RQI EMS training system will be replaced with Health Streams in January. In addition to DC Denney’s Blue Card Instructor training, five other employees attended outside trainings during the month.

Division Chief – Fire Marshal

a. Division Chief - Fire Marshal Activity Memo December

FM Tramp reported 1,300 systems are being monitored for fire & life safety, with 86% of those in compliance. Inspection focus in January will be on hotels, motels and Fire District 1 facilities. FM Tramp provided a plan review and investigation update, and is in the process of recording the next radio script.

10. Public comment

DAS Hull added to the EMS Billing Report, item 6.c., that billing is at three to six days out at this time.

Attorney Ratliff explained the Fire Chief interviews, with all Board members on the panel, would constitute a public meeting. The matter was discussed in regard to being a work session or executive session and Attorney Ratliff will come back to the Board with confirmation on this process.

11. Adjourn

Motion to adjourn by Secretary Treasurer Kuntz, seconded by Director Randall, motion carried four to zero.

The regular session adjourned at 4:58 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, January 20, 2026, at 4:00 p.m.

BOARD MEMBER SIGNATURES



PRESIDENT



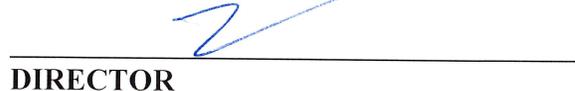
SECRETARY / TREASURER



DIRECTOR



VICE-PRESIDENT



DIRECTOR