

# MINUTES

Mid-Columbia Fire and Rescue  
Board of Directors Meeting  
Conference Room, Station 1  
1400 West 8<sup>th</sup> Street, The Dalles, Oregon  
July 16, 2012

## 1. **ROLL CALL / AGENDA CHANGES**

Board President Tom Ashmore called the July 16, 2012 meeting of Mid –Columbia Fire and Rescue to order at 5:30 pm.

Directors present: Charles Rosebraugh, Dick Schaffeld, Tom Ashmore, Robin Miles and Harry Larsen.

Staff: Bob Palmer, Fire Chief; Jay Wood, Division Chief; Dan Hammel, Division Chief; Dana Woods, Office Specialist; Jane Herman, Administrative Assistant; Eric Blumenthal, Engineer; Paul DePriest, Engineer, and Walt Denstedt, Engineer.

Others: Tom Peachey, Legal Counsel and Dee Apperson.

Agenda Changes: There are no changes to the agenda but Chief Palmer has some additional information to present the board under new business.

## 2. **ELECTION OF OFFICERS**

At the first regular board meeting in July of each year, board officers are elected. The board shall choose a President, Vice President and a Secretary/Treasurer. The officers shall preside until the following July when election of officers are again held.

President Tom Ashmore explained the procedure for electing officers. He then called for nominations for the office of President. Director Rosebraugh nominated Tom Ashmore to continue in the office of President. Director Larsen seconded. The motion passed unanimously.

Nominations were called for the office of Vice President. Director Rosebraugh nominated Harry Larsen to continue in the position of Vice President. Director Miles seconded. The motion passed unanimously.

Nominations were called for the office of Secretary/Treasurer. Director Rosebraugh nominated Robin Miles. Robin declined the nomination. Director Larsen nominated Charles Rosebraugh to continue in the position of Secretary/Treasurer. Director Ashmore seconded. The motion passed unanimously.

### 3. MINUTES

Director Larsen moved to approve the minutes of the June 18, 2012 meeting as presented. Director Rosebraugh seconded. The motion passed with all voting yes.

### 4. PUBLIC COMMENT

None.

### 5. FINANCIAL REPORTS

Cash Accounts Summary: Included in the board packet.

Ambulance Service Financial Report: Included in the board packet.

### 6. COMMITTEE REPORTS

None.

### 7. FIRE CHIEF'S REPORT

Incident Reports: There were 250 calls for service in the month of June. 213 were for EMS with 185 of those being billable calls. There were 12 fires, 3 were building fires. The balance of the calls was good intent, service, and false alarms. There were 25 interfacility transfers. One transfer was cancelled due to the patient being on a ventilator and our transport ventilator is currently out of service and in the process of being repaired.

Director Rosebraugh asked how old the transport ventilator is and what the life expectancy of that piece of equipment is. Chief Palmer stated the ventilator is nearly 10 years old and is uncertain what the life expectancy is but will pull up that information and report back.

Director Miles stated if it was possible she would like to see a comparison report of incidents for last year and the current year to date.

911 Usage: Usage for the month of June was at 13%. The range has been averaging between 13 and 17% so far this year.

Training: Included in the board packet. Chief Wood stated the Web Page designer is now waiting for information from us in order to complete the project.

Prevention Division Activities: Included in board packet.

Other:

PERS Update: The PERS board will now meet in August, but the waiting period for Mid-Columbia Fire and Rescue will be retro to July 1, 2012.

Staffing and Deployment Plan: The plan is 111 pages of information that describes the Fire District. Chief Palmer went over the table of contents to show the board what all the plan covers. Chief Palmer is asking for feedback on the document. The document will be brought back to the board next month for approval.

**8. CORRESPONDENCE**

A letter from our Auditor, Friend & Regan, P.C., advising the board of the audit for the year ended June 30, 2012. The audit will begin approximately on August 1, 2012 and a report should be ready for the board in November 2012.

A letter from the Wasco County Board of County Commissioners, thanking all members of Mid-Columbia Fire and Rescue for their dedication and commitment every day of the year.

**9. OLD BUSINESS**

None.

**10. NEW BUSINESS**

Notification of authorization to provide ambulance service for ASA#2: A letter from Wasco County advising Mid-Columbia Fire and Rescue to continue providing ambulance service to ASA#2 until January 1, 2017.

FEMA SAFER grant award: The Fire District was advised that our grant application has been approved. After discussion, the board recommended Chief Palmer to explore the possibility of having ESCI do the recruitment of the new Division Chief position.

Surplus items: The Fire District has declared certain items listed on "Exhibit A" as surplus property. Once approved for surplus, the property will be discarded, sold or donated to another governmental organization.

**MOTION:** Director Larsen moved to approve the items listed on "Exhibit A" as surplus items. Director Schaffeld seconded. The motion passed with Ashmore, Larsen, Miles, Schaffeld and Rosebraugh voting yes

11. **EXECUTIVE SESSION**

Adjourn into Executive Session in accordance with ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

The regular board meeting adjourned into executive session at 6:28 pm.

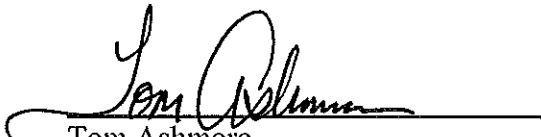
The executive session ended and the regular board meeting reconvened at 7:00 pm.

11. **BOARD OF DIRECTORS REMARKS**

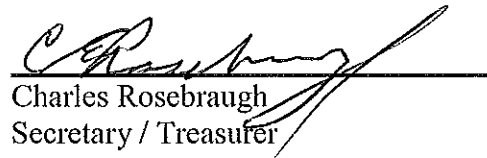
The appreciation dinner on July 10<sup>th</sup> was very well received by all who attended.

12. **ADJOURNMENT**

There being no further business the meeting was adjourned at 7:03 pm.



Tom Ashmore  
Board President



Charles Rosebraugh  
Secretary / Treasurer