

## MINUTES

Mid-Columbia Fire and Rescue  
Board of Directors Meeting  
Conference Room 1, Station 1  
1400 West 8<sup>th</sup> Street, The Dalles, Oregon  
August 20, 2012

### 1. ROLL CALL / AGENDA CHANGES

Board President Tom Ashmore called the August 20, 2012 meeting of Mid-Columbia Fire and Rescue to order at 5:30 pm.

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

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

Others: Tom Peachey, Legal Counsel and Dee Apperson.

Agenda Changes: There are no changes to the agenda.

### 2. MINUTES

Director Larsen moved to approve the minutes of the July 16, 2012 regular meeting and the August 9, 2012 special board meeting as presented. Director Rosebraugh seconded. The motion passed with all voting yes.

### 3. PUBLIC COMMENT

None.

### 4. FINANCIAL REPORTS

Cash Accounts Summary: Included in board packet.

Ambulance Service Financial Report: Included in board packet.

5. **COMMITTEE REPORTS**

Urban Renewal: Director Miles reported that the dock project is moving forward. The Hotel project is still in process, also moving forward. She advised she voiced her concerns at the last meeting that the population would be growing with no monies slated for the demand on emergency services.

6. **FIRE CHIEF'S REPORT**

Incident Report: There were 263 calls for service in the month of July. 215 were for EMS with 169 of those being billable calls. 23 were fire calls with the remainder being service calls, good intent calls and false alarm and false calls.

There were 22 inter-facility transfers with no transfer requests being cancelled all the month of July.

911 Usage: Usage for the month of July was at 12.49%.

Training Division Report: Included in board packet. Division Chief Wood reported the Web site is now up although he could not get it to load in the fire station. There still is work to do on it. Monthly changes will be made to keep it current. Securing Fire Med and Burn permits on the web is forth coming.

Prevention Division Activities: Included in board packet.

7. **CORRESPONDENCE**

None.

8. **OLD BUSINESS**

Audit Questionnaire Inquiry: Response from legal counsel to the questionnaire sent from the Fire District's Auditor .

Division Chief Recruiting process: A disparity in salary between the top step Captain and the Division Chief's base wage has been discovered. Because of this it may be a challenge attracting a quality candidate once they become aware of this circumstance. ESCI has suggested that the Board reconsider the opportunity to resolve the wage disparity. Three options were presented to the board. Staff recommends Option 2, which is to supplement FEMA funds with MCFR budgeted funds as necessary.

Extensive discussion followed on Option 1, Option 2, and Option 3.

**MOTION:** Director Miles moved the board adopt Option 2, as recommended by Staff. Director Schaffeld seconded. The motion passed with Miles, Schaffeld, Larsen, Rosebraugh and Ashmore voting yes.

Director Miles asked for the board to be informed of all updates on the new position every month.

## 9. NEW BUSINESS

Resolution 2012-10: The Department of Labor has issued regulations regarding fee disclosures relative to retirement plans. One of these regulations required that Service Providers disclose specific information to help a fiduciary determine if the compensation paid is reasonable. Northwest Retirement has always disclosed their fees, however a second new regulation required plans that allow participants to direct the investments to disclose to the participants applicable fees and expenses. One service fee has been added and all other service fees have not changed.

**MOTION:** Director Larsen moved to adopt 2012-10 "A Resolution Adopting a Revised Northwest Retirement Plan Service Agreement". Director Rosebraugh seconded. The motion passed with Larsen, Rosebraugh, Miles, Ashmore, and Schaffeld voting yes.

Endorsement of IGA between Wasco County and MCFR for GIS Mapping services:  
For the past ten years MCFR has been utilizing GIS mapping services through Wasco County. This IGA will continue our subscription to the program.

**MOTION:** Director Schaffeld moved to authorize the Fire Chief to sign the IGA between Wasco County and MCFR for continuation of GIS services. Director Rosebraugh seconded. The motion passed with Schaffeld, Larsen, Rosebraugh, Miles and Ashmore voting yes.

Surplus items: The Fire District again has accumulated property awaiting surplus. Property of this nature is taken out of service and placed into storage. Once approved for surplus, the property will be discarded, sold or donated to another governmental organization.

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

## 10. 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 7:00 pm.

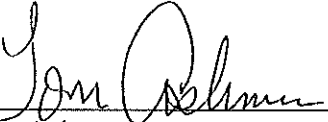
The executive session ended and the regular board meeting reconvened at 7:30 pm.

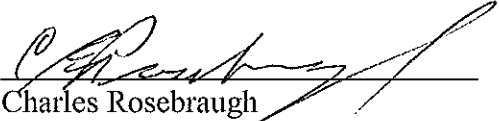
11. **BOARD OF DIRECTORS REMARKS**

Director Rosebraugh asked for the status of the transport ventilator. Chief Wood advised it is still at the factory, being repaired.

12. **ADJOURNMENT**

There being no further business the meeting was adjourned at 7:35pm.

  
\_\_\_\_\_  
Tom Ashmore  
Board President

  
\_\_\_\_\_  
Charles Rosebraugh  
Secretary / Treasurer