

MINUTES

Mid-Columbia Fire and Rescue
Board of Directors Meeting
Conference Room, Station 1
1400 West 8th Street, The Dalles, Oregon
March 19, 2012

1. **ROLL CALL / AGENDA CHANGES**

Board President Tom Ashmore called the March 19, 2012 meeting of Mid-Columbia Fire and Rescue to order at 5:30 pm.

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

Staff: Bob Palmer, Fire Chief; Dan Hammel, Division Chief; Dana Woods, Office Specialist; Jane Herman, Administrative Assistant.

Others: Tom Peachey, Legal Counsel, and Neita Cecil, The Dalles Chronicle.

Agenda Changes: There are no changes to the agenda.

2. **MINUTES**

Director Miles stated she had some changes that she would like noted in the minutes. They are as follows:

In Jeff Griffin's presentation to the board where he stated that "in a snapshot" the Fire District was in good order, thus the reason for the best practice credit of \$4,013.00 for this current year and the same amount is estimated for next year. Everyone in the Fire District played a part in reducing the liability, "from Staff, to the Board of Directors, to the Volunteers".

Board of Directors Remarks:

Director Miles said she had a question concerning the Prevention report and asked if she could go back to that report. She asked about the pre-planning program and if it was completed yet. Chief Palmer explained the process of pre-planning. He stated ideally, the plans when completed should be placed on laptops in the apparatus but the Fire District does not have lap tops in the apparatus. Director Miles then asked if there were grants available for that and Chief Palmer stated there were possibly some technology grants available, maybe even through Google. With all technology there are ongoing costs; for hardware, consoles, the software and then the air cards that have a monthly fee. Pre-incident planning is an ongoing project as buildings change the plans have to be updated.

Chief Palmer advised of an error in January's incident breakdown report. The report stated there were 40 interfacility transfers when in fact there were only 26. When accessing the data, the wrong "date range" was inadvertently hit.

Director Larsen moved to approve the minutes of the February 27, 2012 board meeting as corrected. Director Miles seconded. The motion passed with Schaffeld, Miles, Rosebraugh, Ashmore and Larsen voting yes.

3. PUBLIC COMMENT

None.

4. FINANCIAL REPORTS

Cash Accounts Summary: Included in board packet.

Director Miles asked about the training monies. Why was only \$1,205.53 spent when there was \$17,160.00 budgeted? She was told there was more in-house training being done and the line item included funds for meals and lodging while out of the area training. She asked if the board could make suggestions to the budget committee and the process for the budget committee meetings were explained to her.

Ambulance Service Financial Report: Included in board packet.

5. COMMITTEE REPORTS

Urban Renewal Committee Report/Discussion: Director Miles asked if the minutes of the committee meetings would be of interest to Staff. Chief Palmer stated they might be very interesting and then Staff could go over the minutes with the crews at morning briefings.

6. FIRE CHIEF'S REPORT

Incident Reports: There were 171 calls for service in the month of February. There were three fires; one was a structure fire off of East 8th street. The cause was related to an electrical issue. 139 calls were for EMS with 112 being billable. The remainder was service calls, good intent calls or false calls.

There were 19 interfacility transfers with only one transfer request being cancelled.

911 Usage Data Report: Included in board packet. Total activity for the Fire District is at 13%.

Training Division Report: Included in board packet.

Prevention Division Report: Included in board packet.

Other: Medic 3 Chassis has sold for \$4,806.00. A check has been received and the buyer will pick up the title on Saturday.

Skyline Ambulance Coverage: Skyline Ambulance will be experiencing downsizing which is resulting in Dallesport not having coverage from 22:00 through 08:00 hours. They have asked us to assist with coverage during those hours. It is difficult to man our station at night so we asked if we could assist with the coverage during the day 08:00 to 22:00. That will not work for them so we stated we will do our best to assist them. If we are at 4 we will have to staff prior to responding. They are attempting, in the future, to develop a county ambulance service.

Erik Wright has been offered a Firefighter position with Mid-Columbia Fire and Rescue and he has accepted. He has been on board since December 2011 as a temporary Firefighter.

Promotional testing has been targeted for June 2012. There will be both a Captain and Lieutenant's exam and there will most likely be an assessment process.

7. **CORRESPONDENCE**

None.

8. **OLD BUSINESS**

PERS Update: 5 people have asked PERS to be exempted from coverage. As of this date, no one has been notified of their decision.

9. **NEW BUSINESS**

Surplus items: The Fire District desires to declare certain items as noted on the attached list as surplus property. The 1997 Chevrolet Blazer and 6 Sentralock Knox boxes that are no longer supported. Director Shaffeld asked what a Sentralock is. The Knox box was explained by Chief Hammel and he stated the Sentralock are purely useless now. The Chevrolet Blazer will be sold on E-bay. A Shift's personnel, primarily Lt. Biehn and Firefighter Martizia are very good at selling on E-bay.

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

Invitation to Retirees to MCFR 2012 Annual Banquet: MCFR hosts an annual banquet to honor members of the Fire District and its retirees. Due to continuing circumstances regarding ethics laws and standards, it will once again be necessary for career, volunteer and board members to pay for their guest's banquet meal for the district to appropriately comply with Oregon State Law.

MOTION: Director Larsen moved to adopt Resolution 2013-03 "A Resolution Extending an Invitation to Fire Service Retirees and Guest to Mid-Columbia Fire and Rescue's (MCFR) Annual Awards Banquet. Director Rosebraugh seconded. The motion passed with Larsen, Shaffeld, Miles, Rosebraugh and Ashmore voting yes.

Before adjourning into executive session, Director Miles asked if she could bring another issue up to the board. As a board member, she would like to do something to reward all employees to show how much their hard work is appreciated. She states it is an honor to get that return premium and we as a board need to say Thank You. She asked if the board could do a BBQ and she even volunteered to do the cooking.

After discussion on how to accomplish this appreciation celebration, Chief Palmer stated he will contact SDAO and see if we can combine a class with a BBQ to include all paid staff, volunteers and board members.

10. EXECUTIVE SESSION

Adjourn to 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 and in accordance with ORS 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 board meeting adjourned into executive session at 6:20 pm.

The executive session ended and the regular board meeting reconvened at 7:50 pm.

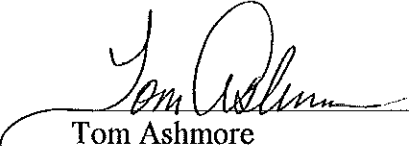
MOTION: Director Rosebraugh moved to direct Division Chief Hammel and Division Chief Wood to conduct the exit interview for Bill Wolfe, who recently retired from MCFR. Director Larsen seconded. The motion passed 3-1-1 with Ashmore, Larsen, and Rosebraugh voting yes. Director Miles voted nay. Director Schaffeld abstained.

11. BOARD OF DIRECTORS REMARKS

None.

12. ADJOURNMENT

There being no further business the meeting was adjourned at 8:00 pm.



Tom Ashmore
Board President

Charles Rosebraugh
Secretary / Treasurer