

BOARD OF DIRECTORS

Mike Bauer
Julio Quevedo
Jeff Hart
Mike Welter
Cynthia Lara

CHIEF OF DISTRICT

Kyle McMann



FOUR CORNERS STATION
MIDDLE GROVE STATION
PRATUM STATION
MACLEAY STATION
BROOKS STATION
CLEAR LAKE STATION
LABISH CENTER STATION
CHEMEKETA STATION

**MARION COUNTY FIRE DISTRICT No.1
BOARD OF DIRECTORS**

June 20th, 2024 Meeting Minutes

Present: Fire Chief McMann DFC Lee, President Welter, Director Hart, Director Bauer, Emma Bjorklund, Don Maxwell, William Chapman

President Welter called the Board meeting to order at 6:01

Flag Salute: Complete

Agenda: Director Hart moved to approve the agenda. Director Quevedo seconded. Motion carried unanimously.

Public Comment: None

Minutes:

- Board Meeting Minutes from May 16th, 2024. Director Hart made a motion. Director Bauer second. Motion carried unanimously.
- Budget Committee Meeting from May 16th, 2024. Director Quevedo made a motion. Director Bauer second. Motion carried unanimously.
- Special Meeting Minutes from June 4th, 2024. Hart made a motion. Quevedo second. Motion carried unanimously.

Proclamations, Commendations, and Special Reports/Awards:

- Red Cross thank you letter. Chief McMann discussed the event and stated that it was very successful. This may become an annual event.

Standing Committee Reports:

- Treasurers Report. We are in the last month of the fiscal year. For May, there should be around 92% spent, we are on track for that. LGIP is sitting at 5.02%. Maps interest rate is sitting at 3.08%. Everything is within the appropriate zones. Congflag is completely collected. Capital outlay is at expected remaining appropriations. Expenditures per division is also in great shape.
- Strategic Plan. Nothing to report. This should start taking off after the budget is confirmed at today's meeting.

- Community Involvement. Hayesville group continues to meet. Field day for schools was very popular. National Night Out is coming up. The Volunteers are attending the saint paul parade coming up. Continuing to be as involved as possible.

Old Business:

- IT Security Policy. This is going to remain on here and pushed to next month. There has been an increase to IT's role which is pushing the policy aspects back. BC Bjorklund will begin to work on the policies as well. August 1st is the potential effective date.
- District Investment Policy. This will also be pushed off till next month. Renee has been working on the budget which is causing her to be delayed. There are different companies that we have been looking into. We will be going out for an RFIQ.

New Business:

- Budget Hearing. Chief McMann gave an introduction of the budget hearing process. Public comment was opened and none was given. Renee gave a letter of budget changes. Nothing has changed more than 10%. \$700,000 increase in revenues. GEMT FFS discovered an error on the state side which is delaying contracts. This will result in no payment in this next fiscal year. This is getting pushed to the next year. Budget Hearing adjourned at 6:16.
- Resolution 2024-09 Adopting the FY25 Budget. Director Quevedo made a motion to adopt the budget for \$30,430,450. Director Hart seconded. Motion carried unanimously.
- Resolution 2024-10 Establishing Fund Balance. Chief McMann explained what this resolution is. Director Bauer made a motion. Director Quevedo seconded. Motion carried unanimously.
- Resolution 2024-11 Non-Represented Wage and Benefits. This resolution obtains everyone who is not contracted or in the IAFF. Renee and Chief McMann did total compensation comparables. Proposed is 3% COLA which aligns with the CBA. There is also wage comparable increase for various positions. This is total package and not just wages. The volunteer coordinator also has an increase to match the FEMA grant proposed request. FEMA cut this down. This position was the lowest paid position in the District and does not meet the 5 basic rules. This is about a 33% increase to the budget. FEMA will also stated we can seek reimbursement for wage increases. This is the second budget completed by Renee. This means she meets all qualifications to move her to CFO. This would promote her and remove Chief McMann from this position. This position will move to exempt. Director Bauer made a motion. Director Quevedo seconded. Motion carried unanimously.
- Resolution 2024-12 Master Fee Schedule. This has been discussed the past couple months. Salem Fire District and Keizer Fire District both adopted their EMS rates. This is comparable to their agencies. There is an agreement to stay in comparable with surrounding agencies to ensure that we are not cause conflict within the city. A true cost of transporting a patient is right on comparable with this cost as well. Discussion ensued. Director Quevedo made a motion. Director Hart seconded. Motion carried unanimously.
- Community Wildlands Risk Reduction Job Description. This position is titled Defensible Space Supervisor. To ensure we are meeting grant requirements, we are needing

another position. This position will work throughout Marion County Fire, Keizer Fire, and Aumsville Fire District. Director Bauer made a motion. Director Quevedo seconded. Motion carried unanimously.

- Seasonal Maintenance Worker Job Description. This position is to assist Troy with work around the stations. This is more task oriented station maintenance. Wage resolution was left off. Director Quevedo made a motion with the ability to change the job description for compensation. Director Bauer seconded. Motion carried Unanimously.
- Chief Financial Officer Job Description. This the finance analyst job decription that is being changes to overseeing all finance functions. This position is exempt. This may be brought back to the board to condense down as we continue to update job descriptions this year. Director Hart made a motion. Director Quevedo seconded. Motion carried unanimously.
- Personnel Policy Additions. The personnel policies manual was adopted earlier this year. There has been quite a few changes that Emma and Mark are working on. Chief McMann is hoping to also make three additional changes that were not originally changed. This is grooming policies, uniform policies, and remote work policies. This considers finger nail color policies, increase budget per person for uniforms, and moving to more remote work for comparables and work space needs. This is simply for the ability to remote work, not everyone will be able to remote work. The board agreed to seeing the changes.

Chiefs Report

- Regional Fire District Collaboration. Chief Russel and Chief McMann are meeting next week to push progress before summer. This would push legal counsel and board president discussions in the fall. Everything is still positive. Still nine agencies in consideration.
- Ladder 31 Quint In-Service. This went in to service on the 18th of the month. The event was very positive. BC Bjorklund took lead on this event and did an amazing job.
- OFSM Type 3 Engine. This went in to service also on the 18th. This is ready to go as needed.
- OVFA Conference Hosting. This is being held at Brooks Station #5. We are teaching a variety of different classes. There are 105 registrants. This is lower but the first big conference after COVID. Lots of personnel are helping out or attending. Chief McMann is teaching and helping out at the banquet. This went into a two year agreement, and will be held here again.
- Division Chief Smith Retirement Celebration. FM Paula Smith is officially going into retirement next Thursday. She will contract into the District to help assist Manny. She will not be an employee but will still be able to speak on behalf of the District. Aumsville Chief has also agreed to assist with Fire Investigation as needed.
- Summer Picnic – July 9th at 5:30pm. This is the second time we are hosting and it is carnival themed.

Individual/Organizational Input:

VFFA: Foudation was on June 11th. 10 new firefighters were swore in. The volunteer program draft was sent out last week.

Local 2557: None.

Good of the order:


- There is a page of logisitcal changes with Chemeketa. We possibly will be changing rooms. We are asking for consideration of where we want to change the day and time of the board meeting. Chief Lee explained the new IGA changes with Chemeketa. Move in date for Station 8 would be in the fall.

Public Comment: None

Next Meeting:

Regular Meeting July 18, 2024, at 6:00pm at Station 5.

Adjourned: 7:02pm


Mike Welter (Aug 29, 2024 17:26 PDT)

President, Board of Directors


Mike Bauer (Aug 29, 2024 18:54 MDT)

Attest










062024 Minutes

Final Audit Report

2024-08-30

Created:	2024-08-29
By:	Emma Bjorklund (emmab@mcf1.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAePoZvbF_1zIRaHS4iVB5dfEE57Zgfa0k

"062024 Minutes" History

-  Document created by Emma Bjorklund (emmab@mcf1.com)
2024-08-29 - 4:23:49 PM GMT
-  Document emailed to Mike Welter (mike.welter2012@gmail.com) for signature
2024-08-29 - 4:24:16 PM GMT
-  Email viewed by Mike Welter (mike.welter2012@gmail.com)
2024-08-30 - 0:26:25 AM GMT
-  Document e-signed by Mike Welter (mike.welter2012@gmail.com)
Signature Date: 2024-08-30 - 0:26:40 AM GMT - Time Source: server
-  Document emailed to mikebauer41@gmail.com for signature
2024-08-30 - 0:26:42 AM GMT
-  Email viewed by mikebauer41@gmail.com
2024-08-30 - 0:54:10 AM GMT
-  Signer mikebauer41@gmail.com entered name at signing as Mike Bauer
2024-08-30 - 0:54:37 AM GMT
-  Document e-signed by Mike Bauer (mikebauer41@gmail.com)
Signature Date: 2024-08-30 - 0:54:39 AM GMT - Time Source: server
-  Agreement completed.
2024-08-30 - 0:54:39 AM GMT