

BOARD OF DIRECTORS

Mike Bauer  
Jeff Hart  
Cynthia Lara  
Julio Quevedo  
Mike Welter

CHIEF OF DISTRICT  
Kyle McMann



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

BOARD OF DIRECTORS MEETING  
September 19<sup>th</sup>, 2024, at 6:00 pm  
In Person and Zoom

AGENDA

This is an in-person meeting and per Oregon State Statute, must also be available to the public, in-person and ZOOM.

To register to attend by ZOOM for this meeting, please use the following link:

<https://us02web.zoom.us/meeting/register/tZUscO6qqrzMoE91cC2BAbmA2UFgscbaL1iko>

After registering, you will receive a confirmation email containing information about joining the meeting.

**SIGN-UP:** Public input is welcome. Please submit questions in advance to [info@mcf1.com](mailto:info@mcf1.com). The Board Chair will call on registered participants who indicate that they have comments or questions during the Public Comment periods.

**FLAG SALUTE:**

**APPROVAL OF AGENDA:**

**MINUTES:**

Board Meeting Minutes from August 15<sup>th</sup>, 2024

Action

**PROCLAMATIONS, COMMENDATIONS, SPECIAL REPORTS/AWARDS:**

Jefferson County Fire and EMS Letter

**PUBLIC COMMENT** (agenda items):

**STANDING COMMITTEE REPORT'S:**

Treasurer's Report – District Financials  
Strategic Planning  
Community Involvement

**OLD BUSINESS:**

IT Security Policy	Info
District Investment Policy	Info
15.101 Single Role Job Description	Info
15.102 EMS Division Chief Job Description	Info
30.101 Chief Financial Officer Job Description	Info
30.102 Finance and Administration Specialist Job Description	Info
30.103 Staff Assistant Job Description	Info

30.104 IT Project Manager Job Description	Info
30.105 Finance Specialist Job Description	Info
30.106 Volunteer Coordinator Job Description	Info
30.107 Benefits and Wellness Coordinator Job Description	Info
30.108 Defensible Space Coordinator Job Description	Info
30.109 Deputy Fire Chief Job Description	Info
30.110 Fire Chief Job Description	Info
30.111 Management Analyst Job Description	Info
40.101 Training Captain Job Description	Info
50.101 Division Chief Fire Marshal Job Description	Info
50.102 Deputy Fire Marshal Job Description	Info
60.101 Fleets and Facilities Technician Job Description	Info
60.102 Seasonal Logistics Assistant Job Description	Info

**NEW BUSINESS:**

Resolution 2024-16 Inter Department Transfer	Action
Resolution 2024-17 PERS Wed Admin Designation	Action
Capital Futbol Club Property Interest	Info/Presentation
Resolution 2024-18 DPSST Authorized Signer Designation	Action
Resolution 2024-19 Establishing NIMS Incident Management	Action

**CHIEF'S REPORT:**

Regional Fire District Collaboration  
Open House  
BR318 Replacement

**INDIVIDUAL/ORGANIZATIONAL INPUT:**

Volunteer Firefighters Association:

Local 2557:

**GOOD OF THE ORDER:**

**PUBLIC COMMENT (other than agenda items):**

**NEXT MEETING DATE:**

Regular Meeting October 17, 2024, at 6:00pm at the Brooks Fire Station #5 and Zoom.

**ADJOURNED:**

**EXECUTIVE SESSION:** ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection.