

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
September 19th, 2024 Meeting Minutes

Present: Fire Chief McMann, DFC Lee, President Welter, Director Bauer, Director Hart, Director BC Berger

President Welter called the Board meeting to order at 6:03pm

Flag Salute: Complete

Agenda: President Welter added GMP Contract to new business. Director Bauer moved to approve the agenda. Director Hart seconded. Motion carried unanimously.

Public Comment: None

Minutes:

- Board Meeting Minutes from August 22nd, 2024. Director Hart made a motion. Director Bauer second. Motion carried unanimously.

Proclamations, Commendations, and Special Reports/Awards:

- Jefferson County Fire and EMS Letter. Jefferson County sent us a letter thanking us for send task forces to a conflagration.

Standing Committee Reports:

- Treasurers Report. Director Hart gave a report on August Financials. We are two months into the fiscal year. We are about 17% spent. The LGIP rate is at 5.03% but is likely to fall with the federal rate dropping. MAPS Interest rate has dropped slightly. Revenue is collecting slow. Collections are looking like there is an issue with collections which is being dealt with. We have not yet collected property taxes or conflagration revenue. Overtime is currently high. CFO Gilbert provided a report that the District is going through a spending freeze until property tax revenue is getting collected. This is just a precaution, day to day spending is going to continue. CFO Gilbert, Lacy Meade, and Chief McMann are meeting with our collection agency next week to identify and address issues. Audit is coming up soon, this is scheduled for two days. The District also got selected for a grant audit this year in combination with our regular audit. Chief McMann shared a little bit about the high overtime rates. He stated that the out of shift overtime is related to conflagration. This also was increase due to paid leave Oregon usage.

- **Strategic Plan.** Chief McMann report that CFO Gilbert, DFC Lee, and Emma Bjorklund just got back from a retreat about the next year or so of the District. Deadlines, agreements, and goals were made. BC Boyer is going to start with this implementation to finish out his work back.
- **Community Involvement.** Open house was last week. There was a lot of different vendors that came out such as Red Cross, Marion County Sheriff's Office, and National Guard and more. Station 6 had a lesser showing.

Old Business:

- **IT Security Policy.** Progress is beginning to be made. This will be brought in October as a goal.
- **District Investment Policy.** This is continuing to be held up. This is getting worked on as quick as possible. Likely will come at the end of the year.
- **Job Description.** Job Descriptions are still at legal. The goal is to bring these at the October Meeting.

New Business:

- **Resolution 2024-16 Inter Department Transfer.** There was a slight oversight in the budget for ESO and Inverse. These are data management software's. To get the budget for this we are moving money from the logistics department. This is in lieu of a supplemental budget. Director Bauer made a motion. Director Hart seconded. Motion carried unanimously.
- **Resolution 2024-17 PERS Web Administrator Designation.** PERS requires a web administrator, which is currently Chief McMann. This is moving CFO Gilbert to be the manager from Chief McMann. Director Hart made a motion. Director Quevedo seconded. Motion carried unanimously.
- **Resolution 2024-18 DPSST Authorizing Signer Designation.** This currently is BC Boyer, and we are moving it to BC Kettering to establish the divisional chief of the training division. This is with Captain Woodley assisting him with the training division. BC Kettering would have say and ultimate control with this division. Director Quevedo made a motion. Director Bauer seconded. Motion carried unanimously.
- **Resolution 2024-19 Establishing NIMS Incident Management.** This agreement came last time around 2012. This is an updated agreement, stating that we are participating in NIMS. Director Bauer made a motion. Director Hart seconded. Motion carried unanimously.
- **GMP Contract for EMS Division Chief Hiring.** The District is looking for an outside consulting agency to run the hiring for the EMS Division Chief. It was established that we need an unbiased process and need assistance in finding the top candidates. Three contracts were looked at, and GMP offered the best services. The process would be in the end of October after the job description is approved at the next board meeting. Conversation ensued. The board suggested meeting with GMP to discuss what the candidate pool would look like. A recommendation and meeting will be brought next month.

Chiefs Report

- Regional fire collaboration. Chief McMann is meeting with Chief Russell from Keizer Fire District tomorrow. There has been some switch up with Board President. There is starting to be more progress.
- Brush 318. Insurance is still being worked on; we are battling them a little bit to get our full price amounts. Chief McMann is meeting with Jeff Griffin to discuss pricing. Hughes Fire is also being contacted to build the new chassis. The chassis was ordered, and delivery is in April or May of 2025. AAR Policies are going to come to the District based off of Clackamas Fire District. Oregon State Fire Marshals will also be contacted with concerns and changes for next summer.

Individual/Organizational Input:

VFFA: None.

Local 2557: None.

Good of the order: None.

Public Comment: None.

Next Meeting:

Regular Meeting October 17, 2024, at 6:00pm at Station 5.

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

Adjourned: 7:37pm


Mike Walter (Oct 22, 2024 13:16 PDT)

President, Board of Directors

Attest


