

Jackson County Fire District 3

Minutes - Board of Directors

July 16, 2020 at 5:15 PM, Crater Lake Room, Administrative Building

ATTENDANCE

Board Present: Directors Harvey Tonn, with Steve Shafer, John Dimick, Bill Leavens, and Cindy Hauser via Zoom videoconference

Board Absent: None

Staff Present: Robert Horton, Stacy Maxwell, Margie Calvert with John Patterson, and Mike Hussey via Zoom videoconference

Staff Absent: Justin Bates and Dave Blakely

Visitors Present: Lorin Myers, and Mark Northrop via videoconference

President Tonn called the meeting to order at 5:17 p.m. pursuant to ORS 192.640 and as advertised in the Mail Tribune dated July 10, 2020.

ELECTION OF BOARD OFFICERS

Election of officers occurs annually at the beginning of each fiscal year in accordance with Board Policy 3.5, Elected Offices.

Director Leavens moved to nominate Director Tonn for President. Nominations closed. Motion carried unanimously.

Director Dimick moved to nominate Director Shafer for Vice-President. Nominations closed. Motion carried unanimously.

Director Hauser moved to nominate Director Dimick for Secretary/Treasurer. Nominations closed. Motion carried unanimously.

MINUTES

Motion by Director Dimick to approve the minutes of the regular Board Meeting and Executive Session dated June 18, 2020 as presented. Motion carried unanimously.

FINANCIAL REVIEW

Revenue for the month of June totaled \$770,000. Revenue resulted from current year taxes. The Capital Projects Fund reflected a \$280,519 reimbursement from the City of Central Point for the north side Scenic Avenue improvements.

The District is ending the fiscal year with 6.7% funds remaining in personal services and 17% remaining in material services.

Expenditures for the month of June totaled \$120,900. Expenditures were routine in nature. Noteworthy expenditures were expenses to repair the aerial truck, purchase of the community health module of ImageTrend, the AutoPulse units, and remaining Scenic station expenditures.

Maxwell shared that the District ended the 2019/20 fiscal year with approximately per cent remaining across all budgetary expenditure accounts rolling into the new fiscal year beginning fund balances.

Motion by Director Shafer to approve the Accounts Payable and the Revenue/Expenditure reports for June 2020. Motion carried unanimously.

PUBLIC COMMENT

None.

INFORMATION ITEMS

EXECUTIVE REPORT

Fire Chief Horton expressed his appreciation of flexibility from the Board as the District navigates the guidance and direction from the Governor's office and move the Board of Directors meetings toward a mostly Zoom teleconference attendance.

Horton shared the ASA Ordinance discussions continue and are close to being completed. There is a great deal of support from Mercy Flights towards building a coordinating response system. Tim James will take the ordinance to the Mercy Flights Board at the end of July.

Horton shared the Community Care Response team will report to the Board the progress and development of the program through the first six to eight weeks. The Budget Committee will be invited to this for the presentation. Have met with TeleMed and the physician leading the program sees a great opportunity with the District.

OPERATIONS

Deputy Chief Hussey shared there will be an increase to high fire danger due to increased temperature with low humidity. There have been small fires recently, however they are being controlled.

Hussey shared that the District is working with ODF and Sheriff's Office to help with the Greenway challenges. ODF brought in dozers to help.

Hussey shared that ODF has a Heli crew who are on 14 day assignments. They will be using the Table Rock Station through September to house the crews.

TRAINING AND SAFETY

Deputy Chief Hussey shared the training focus has been preparation for fire season. There have been four structures that are ready for demolition that have been donated for training. All probationary Firefighters, Engineers, and Captains are cycling through their evaluation process this month.

FIRE AND LIFE SAFETY

Fire Marshal Patterson shared Jackson County Development and Services has submitted request for comment and requirements for a 49 lot subdivision for White City 3500 block of Avenue A.

Patterson shared there will be a Target Hazard Tour next week, July 20th, 21st, and 23rd, at the RCC Health Professional Building located at 7731 Pacific Avenue in White City. Tours begin at 9:30 am and 1:30 pm. Patterson will email the information to the Board of Directors.

STRATEGIC SERVICES

Deputy Chief Hussey shared that the team has been busy with fuels reduction work in Gold Hill for a second event.

Community Care Providers have been very successful and the engine companies are noticing the difference they are making. At this time there are working Monday – Thursday, 7:30-5:30.

OLD BUSINESS

None

NEW BUSINESS

BOARD POLICY 3.3: CODE OF ETHICS

The Board of Directors validated the review of Board Policy 3.3: Code of Ethics and did not have any changes. Staff will republish the policy with a review date of July 16, 2020. Question arose that it may be time to have legal authority review this policy and advice.

BOARD POLICY 3.4: CONFLICT OF INTEREST

The Board of Directors validated the review of Board Policy 3.4: Conflict of Interest. Staff will republish the policy with a review date of July 16, 2020. Present Directors submitted a statement of acknowledgement addressing any known or anticipated conflicts of interest.

RESOLUTION 20-07; AUTHORIZING 2020/21 FISCAL YEAR FUNDS AND FINANCIAL POLICIES

Resolution No. 20-07; Authorizing the 2020/21 Fiscal Year Funds and Financial Policies is an annual resolution that affirms our policy recognizing Robert B. Horton as the Registered Agent and Budget Officer for the Fire District. Also added to the Resolution is the authorization of credit cards to the Community Care Paramedics and the Community Risk Reduction Captain.

Motion by Director Hauser to adopt Resolution No. 20-07; Authorizing the 2020/21 Fiscal Year Funds and Financial Policies. Motion carried unanimously.

DECLARATION OF SURPLUS EQUIPMENT

Deputy Chief Hussey provided a memo of declaration to surplus the 1997 Pierce Saber (SE97-01) which has been a reserve Volunteer engine that resides at the Gold Hill station and various Holmatro Extrication equipment that has been in reserve status and deemed surplus as scheduled replacement is included in the current budget.

Motion by Director Leavens to approve the declaration to surplus the 1997 Pierce Saber and various Holmatro Extrication equipment as requested. Motion carried unanimously.

TOPICS FOLLOWING PREPARATION OF THE AGENDA

NONE

GOOD OF THE ORDER

NONE

INDIVIDUAL BOARD MEMBER COMMENTS

John Dimick reported an incident at the Olsrud building regarding a falcon to which Fire Chief Horton responded and gave good advice. The Chief took this serious and Mr. Dimick believed this was a very classy move.

Cindy Hauser was disappointed that she was unable to come to the meeting.

Bill Leavens applauds what the District is doing with ODF and the Table Rock Road station, this is a great opportunity to offer.

Steve Shafer stated the AutoPulse article in the paper was great.

Harvey Tonn is really proud of the District is doing moving forward with the Community Care program and excited for the patrons of the community to see what is happening.

The next Board of Directors meeting is August 19, 2020.

ADJOURNMENT

Motion to adjourn at 5:57 p.m. by Director Dimick. Motion carried unanimously.

APPROVED BY:


Board of Directors

Submitted by:


Margie Calvert, Scribe