

# ***Jackson County Fire District 3***

Minutes - Board of Directors

October 20, 2022, at 5:15 PM, Crater Lake Room, Administrative Building via ZOOM

## **ATTENDANCE**

**Board Present:** Directors Harvey Tonn, Steve Shafer, Tim Snaith, Bill Leavens, and John Dimick

**Board Absent:** None

**Staff Present:** Bob Horton, Mike Hussey, Stacy Maxwell, and Margie Calvert

**Staff Absent:** John Patterson, Justin Bates

**Visitors Present:** Mark Northrop, Marisa Lehnerz, Samantha Didion, Lorin Myers, Dave LaCombe, Josh Platt, Shannon Deutschman, Kelly Harrington, Jason Allen, Ben Kennedy, Clayton Mattson, Evan Caldwell, Jevonte McKenzie, Manny Gobel, Dan Mahar, John Hull, Preston Britton, Jesse Kalman, Jenny Horton, Michelle Frazier, Sam Franklin, Sophia Bradley, and Brian Mortensen

President Tonn called the meeting to order at 5:32 p.m. pursuant to ORS 192.640 and as advertised in the Mail Tribune dated October 14, 2022.

## **MINUTES**

Motion by Director Shafer to approve the minutes of the Executive Sessions dated September 15<sup>th</sup> and 26<sup>th</sup>, the regular Board Meeting dated September 15<sup>th</sup>, and the Special Session dated September 29<sup>th</sup> as presented. Motion carried unanimously.

## **FINANCIAL REVIEW**

Revenue for the month of September totaled \$55,000 with the majority coming from prior taxes and interest, fees for services, and miscellaneous income.

Expenditures for the month of September totaled \$1,774,000 with personnel services at \$1,554,000 and \$219,000 from materials services.

Accounts payable equated to \$360,900 with noteworthy items being a contract crew for fire services on a Greenway fire, asphalt seal coating on District properties, HVAC system in the Scenic weightroom, the purchase of 15 replacement computers, and Vector technology systems.

Motion by Director Leavens to approve the Accounts Payable and the Revenue/Expenditure reports for September 2022. Motion carried unanimously.

## **PUBLIC COMMENT**

None

## **INFORMATION ITEMS**

### **EXECUTIVE REPORT**

Fire Chief Horton shared an update on the Alliance exploring a partnership between FD4 and FD3 and the possibility of sharing services.

Horton shared he was asked to participate with the Society of Fire Protection Engineers to provide feedback on a WUI assessment tool that provides valuable information to those who are conducting assessments and for homeowners' information on how to best fortify their homes in the WUI.

Horton shared he attended a Western Fire Chiefs Association conference regarding retention and recruitment of upcoming Firefighters. The District has a task force on how we advertise and market the District's brand. The District offered a workshop, "Presenting Your Best Self" with Brandon Traynor, on interviewing and career preparation. Rob Cowden from Eagle Point High School attended and hoping to integrate some of the information into the high school.

Horton shared he attended an APCO conference where Operations Manager Kevin Harris from ECSO was recognized as the Manager of the Year. He is also the Interim Director at ECSO as Margie Moulin retired in September. ECSO expects a newly hired Director early in 2023.

## **OPERATIONS, TRAINING AND SAFETY**

Deputy Chief Hussey shared the Heavy Brush 21 assignment has returned back to their crews. They had a favorable experience, and the District recognized their good performance, availability, and flexibility. They spent time interfacing with the public, specifically in the Agate Lake area, making opportunities easier for fuels reduction efforts in that area.

Hussey shared Kelly Harrington has been promoted to Battalion Chief of Training engaging and advancing programs. Harrington is also the chair of the Jackson County EMS Committee. Alex Cummings and Sophia Bradley will provide assistance during the off season.

## **FIRE AND LIFE SAFETY**

Deputy Fire Marshal Northrop shared that FM Patterson is vacationing in Anaheim. Northrop shared that the division has completed 225 commercial inspections noting that the Grange Co-op received their temporary certificate of occupancy, have begun school inspections, and finalized seven new apartment buildings. Northrop explained a commercial building issue located in White City.

Northrop shared it was a slow month for complex fire investigations.

## **STRATEGIC SERVICES**

Deputy Chief Hussey shared Deputy Chief Justin Bates, IT Paul Rydings, and Captain Ian Kassab are attending a Technology Conference.

Hussey shared the District did not receive the Oregon Department of Energy Renewable Energy grant which is a technology grant for solar energy. The District is waiting to hear back about a Pacific Power grant that was applied for.

Hussey shared that he and DC Bates have adjusted the CAD programming and dispatch cards.

Hussey shared the District initiated a recruitment process for an Administrative Assistant and is adding enhancements to our technology platforms.

## **OLD BUSINESS**

**NONE**

## **NEW BUSINESS**

### **BOARD POLICY 3.2: DIRECTOR RESPONSIBILITIES**

The Board of Directors validated the review of Board Policy 3.2: Director Responsibilities. Staff will republish the policy with a review date of October 20, 2022.

### **AMENDMENT TO FIRE CHIEF HORTON'S AGREEMENT**

Motion by Director Sanith to approve the proposed amendment to Chief Horton's employment agreement. Motion carried unanimously.

### **FIRE CHIEF HUSSEY'S AGREEMENT**

Motion by Director Dimick to approve the proposed employment agreement between Fire District 3 and Michael C. Hussey as Fire Chief effective October 20, 2022. Motion carried unanimously.

### **OATH OF OFFICE FOR FIRE CHIEF HUSSEY**

Board President Harvey Tonn administered the Oath of Office to newly promoted Fire Chief Michael C. Hussey.

## **TOPICS FOLLOWING PREPARATION OF THE AGENDA**

Board President Tonn and Fire Chief Hussey presented Chief Bob Horton with a plaque and thanked him for his service. Tonn acknowledged the accomplishments in Bob's five years of service at the District including a number of goals given by the Board; develop a new three-year strategic plan, negotiate a new labor contract, locate property for the Scenic station, develop a plan to provide more complete and different service for medical calls (Community Care Unit), and address the

wildfire potential for the District (fuels reduction program). Horton accomplished all the goals with vision, wisdom, plans, aggressiveness, and a tremendous amount of time and work. Fire District 3 is providing more and complete services for our patrons than we were prior to Horton's hiring. Our communities are better served due to the leadership of Fire Chief Bob Horton.

Chief Horton thanked everyone and expressed how proud he is of everyone's commitment to take risks and be creative.

#### **GOOD OF THE ORDER**

None

#### **INDIVIDUAL BOARD MEMBER COMMENTS**

Steve Shafer stated he is proud of both Bob and Mike, there are great things ahead of us.

Bill Leavens shared that of all Bob has done, the Community Care Unit is at the top of the list due to a situation he witnessed when a friend was in need of care. He explained that the unit's compassion, care, and assessment to his friend's need was remarkable. Thank you, Bob, for starting the program and I always be an advocate for Community Care.

John Dimick shared he is the surviving Board member who went to Las Vegas interviewing 29 people and not one person said anything derogatory about Bob which was a testament to him and what he has continued to do, stating "I am proud of you."

Tim Snaith thanked Bob for commendable job as the Fire Chief appreciating the vision and professionalism and he congratulated Mike and is looking forward to working with him.

Harvey Tonn shared how the Board members doing the background on Bob did a great job and he stated he has tremendous respect for what Bob has done in the last five years and cherishes the meetings and discussions.

#### **ADJOURNMENT**

Motion to adjourn at 6:16 p.m. by Director Shafer. Motion carried unanimously.

APPROVED BY:

  
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Board of Directors

Submitted by:

  
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Margie Calvert