

## **JACKSON COUNTY FIRE DISTRICT No. 3**

**Minutes – BOARD OF DIRECTORS**

**December 16, 2010 - 5:15 p.m.  
8383 Agate Road, White City  
CRATER LAKE ROOM**

### **ATTENDANCE**

**Board Present:** Directors Lois Wilson, John Curtis, Cindy Hauser, Colin Fagan, and Jim Gillin

**Board Absent:** None

**Staff Present:** Dan Petersen, Stacy Maxwell, Greg Winfrey, Hugh Holden, Jim Tuttle, Scott Tuers, Mike Hussey, Tamara Nunez

**Staff Absent:** None

**Visitors Present:** Myron Harvey, Allyson Jeffs, Randy Iverson, Jason Allen, Stephen Ede, Damonn Hoffman, Cody Clark, Will Clelland, Dusty Hoffman, Evan Petersen, Harvey Tonn, Lorin Myers, Bryan Baumgartner

President Wilson called the meeting to order at 5:15 p.m. pursuant to ORS 192.640 and as advertised in the Mail Tribune dated December 12, 2010.

Retired Fire Chief Randy Iverson received a plaque of appreciation from the Board of Directors for his time as Interim Fire Chief.

### **MINUTES**

Motion by Director Hauser to approve the minutes of the November 18, 2010 meeting and the executive minutes of the November 30, 2010 meeting. Motion carried unanimously.

### **FINANCIAL REVIEW**

Chief Finance Officer Maxwell communicated to the Board that 81% of current tax revenue has been received.

Motion by Director Curtis to approve the November 2010 accounts payable report. Motion carried unanimously.

Motion by Director Curtis to approve the November 2010 revenue/expenditure report. Motion carried unanimously.

### **AUDIENCE RESPONSE**

None.

### **INFORMATION ITEMS**

(This item was moved up on the agenda to accommodate the presenter)

### **PRESENTATION OF 2011 INSURANCE RENEWAL**

Jeff Griffin of Wilson Heirgood Insurance reported on the District's 2011 Property, Casualty, and Liability Insurance renewal. Value of buildings has increased primarily to the remodel of the White City Station.

Motion by Director Fagan to approve the 2011 Property, Casualty, and Liability Insurance Policy renewal. Motion carried unanimously.

### **MONTHLY STATISTICAL REPORTS**

Fire Marshal Holden provided the details of the report. The contents of these reports are still being developed to meet the District's deployment standards.

### **DIVISION CHIEF/TRAINING AND SAFETY**

This process produced 30 applications. Five were invited to participate in the District's assessment center. One candidate was recommended to proceed to a final interview. After the final interview, no conditional offer of employment was made. Fire Chief Petersen will proceed with options to fill this position.

### **RESOURCE DEPLOYMENT**

In preparation for the strategic planning session, Operations Chief Winfrey addressed the distribution and allocation of District resources, time and on-scene performances and response reliability.

### **FINANCIAL ANALYSIS**

In preparation for the strategic planning session, Chief Finance Officer Maxwell gave a presentation of the District's financial ability to sustain the level of service it desires to provide.

### **BOARD TRAINING OPPORTUNITIES**

The SDAO 2011 annual conference is scheduled in Eugene February 10-13.

### **OLD BUSINESS**

#### **BUDGET COMMITTEE VACANCIES**

Applications were received from Harvey Tonn and Janice Thomas to fill the Budget Committee terms that expire December 31, 2010.

Motion by Director Curtis to appoint the two Budget Committee applicants to the Budget Committee. Motion carried unanimously.

### **NEW BUSINESS**

See above under Information Items.

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

Fire Chief Petersen stated that President Wilson signed his appointments to the State Fire Marshal Incident Management Team and ECSO Executive Board.

### **GOOD OF THE ORDER**

Fire Chief Petersen recognized the following staff members:

Battalion Chief Hussey was recognized for his extra effort and time as acting Operations Chief while Operations Chief Winfrey was on medical leave.

Firefighter Jeffs for her time preparing and organizing the District Children's Christmas party.

Captain Clelland for planning and producing an outstanding Fire Officer I Academy at the District. The academy was issued a course number through the State. Enrollment included 15 District members and was open to outside agencies. Staff Assistant Fenner was also an asset to the organization of the academy.

**INDIVIDUAL BOARD MEMBER COMMENTS**

Director Wilson commented on the professionalism of the Division Chief/Training assessment center and was grateful to be a part of the process.

**ADJOURNMENT**

Motion to adjourn at 6:40 p.m. by Director Gillin. Motion carried unanimously.

Submitted by,

APPROVED BY:

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Tamara Nunez, Scribe

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Board of Directors