

JACKSON COUNTY FIRE DISTRICT No. 3

Minutes – BOARD OF DIRECTORS

**June 10, 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: Randy Iverson, Stacy Maxwell, Greg Winfrey, Hugh Holden, Lauri Wilkerson, Jim Tuttle, Scott Tuers, and Rod Edwards

Staff Absent: Tamara Nunez

Visitors Present: Tami Fitch, and Dennis Jordan

President Curtis called the meeting to order at 5:15 p.m. pursuant to ORS 192.640 and as advertised in the Mail Tribune, dated June 6, 2010.

MINUTES

Director Fagan changed his vote on 9B of the May 20, 2010 minutes regarding the Interagency Agreement for Provision of Financial Service with District 4 from a no to yes vote. Motion by Director Fagan to approve the minutes of the May 20, 2010 meeting. Motion carried unanimously.

NEW BUSINESS ITEM 9A was moved up to accommodate speaker.

WORKERS COMPENSATION INSURANCE RENEWAL

Tammy Fitch, representing Wilson-Heirgood, reported on the renewal of the District's Workers Compensation Insurance for the 2010/11 Fiscal Year. The District's annual savings for the next three years is \$4,719. The experience mod is at a rate of .86.

Motion by Director Curtis to approve the contract renewal with Wilson-Heirgood. Motion carried unanimously.

FINANCIAL REVIEW

Motion by Director Wilson to approve the May 2010 accounts payable reports. Motion carried unanimously.

Motion by Director Wilson to approve the May 2010 revenue/expenditure reports. Motion carried unanimously.

AUDIENCE RESPONSE

None.

PUBLIC HEARING ON THE APPROVED 2010/11 FISCAL YEAR BUDGET

President Curtis opened a public hearing at 5:32 pm for comments or objections to the proposed 2010/11 Fiscal Year budget as required by state law. Chief Finance Officer Maxwell presented Resolution No. 10-08 which adopts the 2010/11 fiscal year. No comments or objections were made. The public hearing will remain open until 9C.

INFORMATION ITEMS

MONTHLY STATISTICAL REPORTS

Fire Marshal Holden provided a report to Directors. A pie chart report regarding time of day of alarms was requested for future board meetings.

SURPLUS SALE

A flyer was presented listing the items to be auctioned off at the District's surplus sale. Interim Fire Chief Iverson stated some of the computers and a trophy case were donated to local schools.

CONFLICT OF INTEREST & CODE OF ETHICS POLICIES

These policies are informational only; they will be presented for adoption at the July Board meeting. The Board's Conflict of Interest statement should be signed and returned at the July Board meeting.

SDAO TRAINING OPPORTUNITY

Board members received a copy of the pamphlet for the Special District training seminar entitled "Managing Your Public Agency" in Medford on June 30, 2010.

OLD BUSINESS

FIRE CHIEF/BC TRAINING RECRUITMENT PROCESS

Interim Fire Chief Iverson discussed the background issue and the proposals from the two agencies to perform the Fire Chief background check. After a great deal of discussion, the decision was made to utilize a local company, Greg Wright Investigations, to perform the background check.

Motion by Director Fagan to use Greg Wright Investigations for the background investigation for the Fire Chief recruitment process. Motion carried unanimously. By consensus, the motion was amended to include the background check for the BC Training recruitment process be performed by Greg Wright Investigations.

Interim Fire Chief Iverson discussed the memo regarding the Fire Chief Executive search calendar.

CIVIL SERVICE COMMISSION APPOINTMENT

Interim Fire Chief Iverson acknowledged that at the last board meeting under Civil Service Committee Expiration, the Board reappointed Chair Littlefield. The Board policy 3.6 reads the process to be followed when making a citizen appointment is to advertise the vacancy, review the applicants, interview the applicants and make a selection. The decision was made to rescind the prior motion and advertise for the vacancy.

Motion by Director Curtis to rescind the prior motion appointing Chair Littlefield to the Civil Service Commission and to begin advertisement of this vacancy. Motion carried unanimously.

After the motion was made, there was discussion regarding the policy and questions on why this policy has not been enforced. After review of the applications, those applicants chosen will be invited to a Board meeting where a decision for the appointment will be made.

NEW BUSINESS

APPOINTMENT OF BOARD MEMBERS TO ESCO BOARD

Appointing members to represent the District in associations or interagency activities is the function of the Board per Board policy 3.6; Board Appointments. The Board appointed Operations Chief Winfrey as primary representative and Fire Marshal Holden as alternate representative to the Intergovernmental Council and Chief Executive Officers Board committees in association with Emergency Communications of Southern Oregon (ECOSO).

Motion by Director Wilson to appoint Operations Chief Winfrey as primary representative and Fire Marshal Holden as alternate representative to represent the District on the above committees. Motion carried unanimously.

RESOLUTION NO. 10-08; ADOPTION OF THE 2010/11 FISCAL YEAR BUDGET

Close of public hearing at 6:30 pm.

Motion by Director Hauser to adopt Resolution no. 10-08; Adoption of the Budget for the 2010/11 Fiscal Year Imposing & Categorizing taxes- Combined at a tax rate of \$3.1194/\$1,000 assessed value. Motion carried unanimously.

TOPICS FOLLOWING PREPARATION OF THE AGENDA

There will be a promotion reception on July 15, 2010 from 4:00-5:00 at the Administrative Building for the five members who have been promoted in the past few months.

Captain Jordan has been working with OSHA on a consultation inspection. By August, Captain Jordan will be able to give a report on the findings. Director Fagan thanked Captain Jordan for helping make the District a safer place to work.

Office Manager Wilkerson explained the Board manual handout given to Board Members. The policies have been revised with either grammatical changes or content changes as indicated on the cover sheet. The concept of this is to adopt the manual in bulk. Board Members are encouraged to make changes and/or give their input on the updated policies.

GOOD OF THE ORDER

None.

INDIVIDUAL BOARD MEMBER COMMENTS

All Board members thanked the staff members for all their hard work.

ADJOURNMENT

Motion to adjourn at 6:42 p.m. by Director Wilson. Motion carried unanimously.

Submitted by,

APPROVED BY:

Tamara Nunez, Scribe

Board of Directors