

Jackson County Fire District 3

Minutes - Board of Directors

December 21, 2023 at 5:15 PM, Crater Lake Room, Administrative Building via ZOOM

ATTENDANCE

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

Board Absent: None

Staff Present: Mike Hussey, Stacy Maxwell, Ryan Dickerson, John Patterson, Will Clelland, and Margie Calvert

Staff Absent: None

Visitors Present: Rick Brewster, Jeff Griffin, Michelle Frazier, TJ Lockwood,

President Tonn called the meeting to order at 5:17 p.m. pursuant to ORS 192.640 and advertised in the Rogue Valley Times on December 16, 2023.

MINUTES

Motion by Director Dimick to approve the minutes of the regular Board Meeting and the Executive Session dated November 16, 2023 as presented. Motion carried unanimously.

FINANCIAL REVIEW

Revenue for the month of November totaled \$15,552,000. The majority coming from current year taxes revenue and interest.

Expenditures for the month of November totaled \$1,426,000 with personnel services at \$1,143,000 and materials and services at \$229,370.

Accounts payable equated to \$419,000 for November. Noteworthy items for November are routine in nature including the First Due pre-plans subscription, the budgeted drone, and mobile radios for the wildland trucks.

Motion by Director Shafer to approve the Accounts Payable and the Revenue/Expenditure reports for November 2023. Motion carried unanimously.

PUBLIC COMMENT

None

INFORMATION ITEMS

FIRE CHIEF HUSSEY

Fire Chief Hussey shared the Mission, Vision, and Values with the Strategic Initiatives that have resulted from the strategic planning session. The Management Team met and discussed the areas of priority, concern, and goals for the organization. The Strategic Plan will be available for adoption at the January Board meeting.

Hussey shared the Natural Hazard Mitigation Plan (NHMP) will be adopted by the County commissioners in early January and will be brought to the Board for adoption. The plan establishes Fire District 3 as a contributor to the countywide plan and offers eligibility for some natural hazard mitigation grants that we were not able to apply for previously and offers opportunities for rehab recovery.

Hussey shared that he and Division Chief Patterson attended the Gold Hill study session regarding the concerns from the Gold Hill council. Chief Hussey will keep the Board informed as questions or concerns arise.

DIVISION CHIEF PATTERSON

Division Chief Patterson shared that Gold Hill is the only community where the District meets their inspection goals through grants, and risk reduction efforts as well as many other efforts.

Patterson shared the Dodge Bridge station has been resided and when the weather permits it will receive new paint.

Patterson shared 2,000 yards of hazardous vegetation was processed at the Dodge Bridge fuels reduction site this year.

DIVISION CHIEF DICKERSON

Division Chief Dickerson reported the Training Division have completed many things in 2023. The 2024-2025 training calendar has been completed which includes FD1 and FD4 in some of the training.

Dickerson shared the District successfully passed the 3-year DPSST certification.

Dickerson reported the RQI has completed all administrative and user training and will be fully implemented January 2, 2024.

Dickerson shared the District participated in multiple multi-agency training courses with Medford, Jacksonville and were evaluators at the Grants Pass training.

Dickerson shared the three probationary firefighters have completed their 3rd quarter and have been well trained by their crews.

BATTALION CHIEF CLELLAND

Battalion Chief Clelland reported the three probationary firefighters are doing fantastic with the strong crews they are working with.

Clelland shared the Battalion Chiefs participated with Grants Pass and would like to join the regional protocol process that the District is with Medford, Ashland, and Jacksonville. This is a major step forward for the region.

Clelland reported we have three Type 6 in line at Cascade Fire but are still about a year out, but we have the chassis and now the design has been finalized so it will move more quickly.

OLD BUSINESS

NONE

NEW BUSINESS

2023 PROPERTY/CASUALTY INSURANCE RENEWAL

District insurance agent of record, Jeff Griffin with Wilson Heirgood presented the 2024 Property, Casualty and Liability Insurance renewal provided through Special Districts Insurance Services (SDIS). Griffin shared that insurance agencies continue to look to the future for insurance cost predictions.

Griffin shared a summary identifying the District increase was 7% which was under the predicted percentage. The District qualified for the longevity credit and the 10% credit best practices discount. The District is in great shape moving forward. Increased cost is due to Cyber, auto, and employment liability in the field. Post-traumatic stress claims continue to drive up claims. Griffin stated that the District shines in all areas.

Motion by Director Leavens to approve the 2024 Property, Casualty and Liability Insurance renewal with Special Districts Insurance Services. Motion carried unanimously.

ANNUAL COMPREHENSIVE FINANCIAL REPORT

The District's auditor, Rick Brewster, reviewed the Annual Comprehensive Financial Report prepared by the District and independent audit for the fiscal year ending June 30, 2023. Brewster shared the five points that he looks at between the previous and current years: 1) the District stayed within the legally adopted budget providing a clean and compliant audit; 2) the District has five or more months of cash on hand, 3) there is 4.8 million dollars in capital reserves, 4) there is a 5% increase in revenue and a 6% increase in personnel costs which is something to consider in the future, and 5) there is virtually no debt outside of the Scenic property. The District is using its own money to purchase items rather than obtaining loans and provides good reserves moving forward. Brewster gives a clean audit opinion with the District staying within the budget. Brewster commented that Chief Financial Officer Maxwell does an excellent job producing the annual document and it is appreciated.

Motion by Director Snaith to approve the Annual Comprehensive Financial Report and independent audit for the fiscal year ending June 30, 2023 as presented. Motion carried unanimously.

TOPICS FOLLOWING PREPARATION OF THE AGENDA

Fire Chief Hussey shared that the radio infrastructure is now under funded and there is a legislative support possibility. Chief Hussey is asking for a consensus of the Board of Directors to pledge their support for legislative funding. The Board gave unanimous support.

GOOD OF THE ORDER

Chief Hussey shared that the Christmas tree in the lobby was donated by L & S Rock Products from the Providence Festival of Trees entitled Hometown Heros.

Hussey shared that this past Tuesday Battalion Chief Allen rallied a team and had a fun children's festival with Santa Vait. This is a good tradition for the children of the District.

INDIVIDUAL BOARD MEMBER COMMENTS

John Dimick always thought the Comcare is a good part of the District and saw the Comcare vehicle responding Code 3 and thought it was great.

Bill Leavens stated he is privileged to be on the Board when hearing how well the District is doing and much of it has to do with the people here and Merry Christmas to everyone.

Steve Shafer echoes what Director Leavens said.

Harvey Tonn also echoed Director Leavens and wished everyone a Merry Christmas.

ADJOURNMENT

Motion to adjourn at 6:46 p.m. by Director Shafer. Motion carried unanimously.

APPROVED BY:



Board of Directors

Submitted by:



Margie Calvert