

Jackson County Fire District 3

Board of Directors Meeting Agenda

December 16, 2021 at 5:15 pm

Crater Lake Room via ZOOM Teleconference, Administration Building

1. **CALL TO ORDER** – President Tonn
2. **ROLL CALL OF DIRECTORS** – Executive Assistant Calvert
3. **APPROVAL OF MINUTES** – President Tonn
 - A. **EXECUTIVE SESSION MEETING** – November 18, 2021
 - B. **REGULAR BOARD MEETING** – November 18, 2021
4. **FINANCIAL REVIEW** – President Tonn
 - A. **REVENUE, EXPENDITURE AND ACCOUNTS PAYABLE REPORTS** – November 2021
ACTION REQUESTED: Consider approval of financial reports.
5. **PUBLIC COMMENT** (Not to exceed 5 minutes per person) – President Tonn
6. **INFORMATION ITEMS** – Fire Chief Horton
 - A. **EXECUTIVE REPORT** – Fire Chief Horton
 - B. **OPERATIONS REPORT** – Deputy Chief Hussey
 - C. **TRAINING AND SAFETY REPORT** – Division Chief Blakely
 - D. **FIRE AND LIFE SAFETY REPORT** – Fire Marshal Patterson
 - E. **STRATEGIC SERVICES REPORT** – Deputy Chief Bates
7. **OLD BUSINESS** – President Tonn
 - A. **REVIEW SDAO BEST PRACTICES CHECKLIST** – Fire Chief Horton
ACTION REQUESTED: Update on the SDAO Best Practices Checklist.
 - B. **BUDGET COMMITTEE EXPIRATION** – Fire Chief Horton
ACTION REQUESTED: Appoint two (2) Budget Committee Members.
8. **NEW BUSINESS** – President Tonn
 - A. **COMPREHENSIVE ANNUAL FINANCIAL REPORT AND AUDIT FOR FISCAL YEAR END JUNE 30, 2021** – CAO Maxwell and District audit firm, Rick Brewster, CPA
ACTION REQUESTED: Consider approval of the Comprehensive Annual Financial Report and audit for June 30, 2021.
 - B. **2022 PROPERTY/CASUALTY INSURANCE RENEWAL** – CAO Maxwell and District Insurance Agent of Record Jeff Griffin
ACTION REQUESTED: Consider approval of the 2022 Property, Casualty, and Liability Insurance renewal.
 - C. **INFORMAL EVALUTION REVIEW AND ADDENDUM TO FIRE CHIEF EMPLOYMENT AGREEMENT** – President Tonn
ACTION REQUESTED: Consider acceptance of informal evaluation review and addendum to Fire Chief employment agreement.

- 9. TOPICS FOLLOWING PREPARATION OF AGENDA** – President Tonn
- 10. GOOD OF ORDER** – Fire Chief Horton
- 11. INDIVIDUAL BOARD MEMBER COMMENTS** – President Tonn
- 12. ADJOURNMENT** – President Tonn