

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

Board of Directors Meeting Agenda

December 15, 2022 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 17, 2022
  - B. **REGULAR BOARD MEETING** – November 17, 2022
4. **FINANCIAL REVIEW** – Chief Administrative Officer Maxwell
  - A. **REVENUE, EXPENDITURE AND ACCOUNTS PAYABLE REPORTS** – November 2022  
**ACTION REQUESTED:** Consider approval of financial reports.
5. **PUBLIC COMMENT** (Not to exceed 5 minutes per person) – President Tonn
6. **INFORMATION ITEMS**
  - A. **FIRE CHIEF HUSSEY**
  - B. **DEPUTY CHIEF BATES**
  - C. **DIVISION CHIEF PATTERSON**
7. **OLD BUSINESS** – President Tonn
  - A. **REVIEW SDAO BEST PRACTICES CHECKLIST** – Fire Chief Hussey  
**ACTION REQUESTED:** Update on the SDAO Best Practices Checklist
  - B. **BUDGET COMMITTEE EXPIRATION**– Fire Chief Hussey  
**ACTION REQUESTED:** Appoint two (2) Budget Committee Members
8. **NEW BUSINESS** – President Tonn
  - A. **ANNUAL COMPREHENSIVE FINANCIAL REPORT AND AUDIT FOR FISCAL YEAR END JUNE 30, 2022** – CAO Maxwell and District audit firm, Rick Brewster, CPA  
**ACTION REQUESTED:** Consider approval of the Annual Comprehensive Financial Report and audit for June 30, 2022.
  - B. **2023 PROPERTY/CASUALTY INSURANCE RENEWAL** – CAO Maxwell and District Insurance Agent of Record Jeff Griffin  
**ACTION REQUESTED:** Consider approval of the 2023 Property, Casualty, and Liability Insurance renewal.
  - C. **RESOLUTION NO. 22-08; AUTHORIZING 2022/2023 FISCAL YEAR FUNDS AND FINANCIAL POLICIES**– Chief Administrative Officer Maxwell  
**ACTION REQUESTED:** Consider adoption of Resolution No. 22-08; Authorizing 2022/23 Fiscal Year Funds and Financial Policies
9. **TOPICS FOLLOWING PREPARATION OF AGENDA** – President Tonn
10. **GOOD OF ORDER** – Fire Chief Hussey
11. **INDIVIDUAL BOARD MEMBER COMMENTS** – President Tonn
12. **ADJOURNMENT** – President Tonn