

MINUTES
JEFFERSON RURAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS' BOARD MEETING HEARING

Date: July 18, 2018

Jefferson Fire Station - Jefferson, OR

CALL TO ORDER: The meeting was called to order at 6:03 p.m. by Board President Jones.

FLAG SALUTE: President Jones led the Pledge of Allegiance.

ATTENDANCE: Director Gonzalez, Director McKibben, Director Jones, Fire Chief Hendricks, Staff Assistant Deb Keehn, Administrative Assistant Tammy Robbins, Director Linhart, and Assistant Fire Chief Shepherd, and City Liaison Bob Rossiter. (Absent: Logistics Supervisor Stephanie McClung, Louis Gisler Training/Maintenance Officer). Visitors: Toni Halvardson, Ryan Campbell, and Justin Guinan.

REVISIONS TO AGENDA: None

APPROVAL OF MINUTES – June 19, 2018 – Regular Business Meeting.

MINUTES: Motion made by Director McKibben, seconded by Director Linhart, to approve the minutes from the June 19, 2018 Regular Business Meeting. All in favor. Motion passed.

FINANCIAL ASSETS as of June 30, 2018

▪ Check Register Balance	\$ 34,492.18
▪ Local Government Inv. Pool	\$706,345.11
▪ Petty Cash	\$ 150.00
▪ CD	\$ 11,085.86
▪ Ambulance Account	\$ 11,705.42
▪ Community Service Account	\$ 1,397.97
▪ Total	\$765,176.54

RESEARCH GROUP REPORTS

FINANCE: (Director McKibben and Director Gonzalez) – None

BUILDING & EQUIPMENT: (Director Jones) – None

POLICY: (Director Gonzalez and Linhart) – Director Linhart stated he received a few policies from the Chief to review. He hasn't had a chance. Chief suggested they review the revisions and at the next meeting be ready to decide on accepting or denying the policies.

Staff: None

CITY LIAISON: Bob gave an update regarding the City clean up day. The City loaded two full garbage bins of trash, this was not as much as in the past. Abundant Life Center also collected 8 truckloads from several homes. Some of the homes were from seniors who either can't physically do the work or don't have the means.

The City is working on a strategic plan. They are also talking about cleaning up the industrial park.

VISITOR COMMENT: None

OLD BUSINESS:

- a) Board Position – Tammy commented that three people responded to the Facebook post; however, the individuals do not live in our district. Becky is going to ask Nels Jensen.

NEW BUSINESS:

- a) Fire Med – Scott stated that the policy for retirees to receive Fire Med states they have to have 20 years’ service. The volunteer’s policy states 10 years’ service. It was recommended to match the volunteer’s policy. Director Jones asked that Scott update the policy and bring to the next meeting.
- b) Section 1 & 2 Board Policy – Chief state that once Bill and Renee review the policies, he will move forward with updating.
- c) Volunteer Job Descriptions – Chief gave a copy of all volunteer job descriptions from Cadet all the way up to Captain to the Board for review. Director McKibben made a motion to accept the descriptions as received; Director Linhart seconded. All in favor. Motion passed.

ALARMS: See Board Reports

GOOD OF THE ORDER/DIRECTOR’S COMMENTS - None

ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL- The Accounts Payable and Projected Payroll for the month of June: \$196,559.87; General Fund Payable-\$99,061.17, Payroll-\$42,050.89, Ambulance Fund Payable-\$30,745.69, Payroll- \$24,047.74 Grant Fund Payable-\$645.38, Payroll-\$0, Equipment Reserve Fund-\$0.

DIRECTOR COMMENTS/GOOD OF THE ORDER: - Deb commented that she gave everyone a copy of the invitation to the picnic. Please RSVP.

The Board reviewed the accounts payable. Motion by Director Gonzalez, seconded by Director Linhart to pay the bills. All in favor. Motion carried.

With no further business to be brought before the Board of Directors, it was moved by Director Gonzalez, seconded by Director McKibben to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:13 p.m.

It was requested the meeting be re-opened at 6:14 by Chief Hendricks. After a brief discussion regarding the Fire Med policy, Director McKibben made a motion to change the Fire Med policy from 20 years to 10 years for retirees to qualify for lifetime Fire Med, Director Gonzalez seconded. All in favor. Motion carried.

Director McKibben made motion to adjourn the meeting, seconded by Director Gonzalez. All in favor. Motions carried. The meeting was adjourned at 6:15 p.m.

Board President

Administrative Assistant

_____ Date