

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

Date: January 21, 2025, *Jefferson Fire Station - Jefferson, OR*

CALL TO ORDER: The meeting was called to order at 5:33 p.m. by Board Director Jones.

FLAG SALUTE: Board-Director led the Pledge of Allegiance.

ATTENDANCE: Director Jones, Director Robbins, Director Nuss, Director Knutson, Fire Chief Eckhardt, and Administrative Assistant Tammy Robbins, Paramedic/Firefighter Shannon Larsen City Liaison Bob Rossiter. (Absent: Training/Maintenance Officer Louis Gisler) Visitors: Tom Paresa, Antoni Halvardson, and Bill Johnson

REVISIONS TO AGENDA: Chief Eckhardt added to Old Business – B - Contractor CM/CG and to New Business – G - Budget Committee

APPROVAL OF MINUTES – December 17, 2024 - Regular Board Meeting

MINUTES: Motion made by Director Nuss, seconded by Director Knutson, to approve the minutes as listed above and the revisions to the agenda. All in favor. Motion passed.

FINANCIAL ASSETS as of December 31, 2024

▪ Check Register Balance	\$ 107,561.66
▪ Local Government Inv. Pool	\$ 1,756,480.19
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 3,011.11
▪ Total	\$ 1,867,202.96

DIRECTOR'S RESEARCH GROUP REPORTS

FINANCE: (Director Gonzalez) – Acting Chair Director Jones appointed Director Nuss to Finance

BUILDING & EQUIPMENT: (Director Jones and Director Robbins) – None

POLICY: (Director Knutson, Director Robbins) – None

GRANT: (Director Gonzalez) – Chief will update at Staff Report

Staff Report: Fire Chief Eckhardt

We were awarded the Siletz Charitable Contribution Fund grant of \$13,764.70. This is for the purchase of a high-fidelity, obstetrics, and two airway mannequins along with CPR supplies. On February 7 the Chief is going to Lincoln City to receive the big fake paper check and the real one. Next meeting we will be asking to adopt a resolution to allow us to spend the money.

We sent a crew of four and a Type 1 Engine to the California mobilization fire on January 8, 2025, at 10:30 a.m. There was information that wasn't accurate. They were not stopped for emission check, the state vehicle check

stated we needed to replace the tires. Which we did and California will pay. There was a loose bolt on the cable for the alternator. The crew was able to temporarily fix it and continued to the checkpoint. At the checkpoint a mechanic was able to fix it. At the Los Angeles Security check point there is a very steep decline. The front brake caught fire. That was fixed and California will pick up the tab for that. They left two weeks ago. They may be demobilized on Friday/Saturday to head home. This would be 18 days gone. However, there are high winds today and they could be extended to stay. The Federal government has up to two years to reimburse although most likely we should see the funds in approximately 6-8 months.

The request to Representative Jami Cate has been submitted. This request is for funding to move the ambulance bay out.

The Public Meeting Law State training course is scheduled for February 18, 2025, at 5:30 p.m. in the training room. The City employees have been invited. This is the same day as our board meeting. It was decided to move the board meeting to 4:00 p.m. and dinner will be provided.

We currently have four residents and have interviewed four more. We will be hiring two more, which puts us at full capacity with 3 residents at each station.

Our total calls for 2024 = 1,403. 2023 = 1,364. The Chief reviewed the numbers (Exhibit A).

CITY LIAISON: Bob Rossiter will be our liaison for the next two years. The city has one new councilor, Kate Gourley-Steele, and one returning councilor Walt Perry.

VISITOR COMMENT: None

OLD BUSINESS:

- a. Discussion of old Ambulance Rates – In the board packet was a spreadsheet (Exhibit B & C) showing all the current BLS, ALS, and ALS 2 rates of our neighboring agencies. The Chief reviewed the rates and compared them to our fees for service. We currently charge the lowest in the area. Medicaid will start to bill for treat no transport. We will need to start to charge for these. We can add to the ordinance whether we want to reduce or eliminate the bill for “treat no transport” for a resident. The Chief is requesting to increase our rates to 1,800 for BLS and approximately 2,200-2,400 for ALS. The rates haven’t increased for a few years. Director Robbins stated after reviewing the analysis it’s an increase of approximately \$400 a year, staying current with other districts of our size. The Chief agreed and reminded the Board we will only see approximately a \$50,000 increase due to Medicaid and Medicare reimbursements. The Board gave permission to move forward and update the ordinance. It will be posted, added to our agenda for the February meeting where it will be read and adopted. The Chief asked for clarification on the ALS increase. The Board agreed to 2,200. Director Jones asked to explain how Fire Med works. If you have Fire Med it doesn’t matter whether you are Medicaid, Medicare or have insurance. Fire med will cover the difference.
- b. Contractor CM/CG – The Chief stated we need an RFP to move forward with hiring a contractor. Director Knutson made a motion to allow the Chief to advertise and move forward with hiring a contractor, seconded by Director Robbins. All in Favor. Motion Passed.

NEW BUSINESS:

- a. Resignation of a Board Member – Chief read a letter of recognition (Exhibit D) from Renee Gonzalez. Acting President Director Jones declared that position vacant. Director Knutson made a motion to vacate that position, seconded by Director Robbins. All in Favor. Motion passed.

- b. Discussion on Filling Board Vacancy – Director Robbins asked if we could appoint someone. It was clarified that yes, we can. It was decided to advertise on Facebook, Community Newsletter and word of mouth. Tammy will take care of this. The goal is to have someone appointed during our next board meeting.
- c. Election of Board Chair – Director Robbins nominated Director Nuss, Director Nuss accepted. Director Robbins made a motion to appoint Director Nuss as the Board Chair, seconded by Director Knutson. All in favor. Motion passed.
- d. Budget Calendar - Everyone has copies. Director Jones acknowledged that everyone has seen the budget calendar. Director Robbins made a motion to adopt the 2025-2026 proposed budget calendar seconded by Director Knutson. All in Favor. Motion passed.
- e. Appoint Budget Officer – Director Robbins made a motion to appoint Fire Chief Eckhardt as the Budget Officer, seconded by Director Knutson. All in Favor. Motion passed.
- f. The Chief received a letter (Exhibit E) from an applicant for the Budget Committee. He read the letter to the board from Kai A. LaPlante. The Chief stated Frank Ball and Edna Campau are on the committee. Director Knutson made a motion to accept Kai's application as well as Frank and Edna to stay on the budget committee; seconded by Director Robbins. Tammy will post an advertisement for the Budget Committee. There are still two spots left to fill.
- g. Friends of Jefferson Fire District – Key Communicators – Director Nuss stated that the Friends of Jefferson Fire District wants to partner with community members and start giving them more information before the next election. The Key Communicators want the Board to start thinking of what kinds of things they would like to share. It's important to open the lines of communication and get the information out to them.

ALARMS: (sent out with the Board Reports)

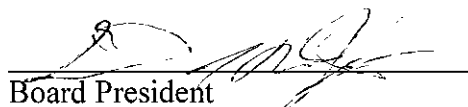
GOOD OF THE ORDER/DIRECTOR'S COMMENTS – Director Robbins commented that it would be good for all the Directors to promote communication within in our community.

Chief Eckhardt stated there is a Super Supper fundraiser at the community center this Saturday at 5:00 p.m.

ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL- The Accounts Payable and Projected Payroll for the month of December 31, 2024, is \$160,165.85; General Fund Payable-\$55,123.17, Payroll-\$105,042.68 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0

The Board reviewed the accounts payable. Motion by Director Knutson seconded by Director Nuss 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 Robbins to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:45 p.m.


Board President


Administrative Assistant

3/16/25 Date
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