

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

Date: November 16, 2021

*Jefferson Fire Station - Jefferson, OR*

**CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Board-President Jones.

**FLAG SALUTE:** Board-President Jones led the Pledge of Allegiance.

**ATTENDANCE:** Director Jones, Director Gonzalez, Director McKibben, Fire Chief Hendricks, Director Carter, Director Linhart, Staff Assistant Rebecca Mangrum (Absent, Logistics Supervisor Stephanie McClung, and Administrative Assistant Tammy Robbins) Visitors: None

**REVISIONS TO AGENDA:**

None

**APPROVAL OF MINUTES – October 19, 2021 - Regular Business Meeting**

**MINUTES:** Motion made by Director Becky McKibben, seconded by Director Renee Gonzalez, to approve the minutes from October 19, 2021 Regular Business Meeting. All in favor. Motion passed.

**FINANCIAL ASSETS** as of October 31, 2021

▪ Check Register Balance	\$ 69,022.59
▪ Local Government Inv. Pool	\$ 258,132.08
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 1,966.20
▪ <b>Total</b>	<b>\$ 329,270.87</b>

**RESEARCH GROUP REPORTS**

**FINANCE:** (Director McKibben and Director Gonzalez) – None

**BUILDING & EQUIPMENT:** (Director Jones and Director Carter) – None

**POLICY:** (Director Gonzalez and Linhart) None

**Staff:** Division Chief Louis Gisler reports an appreciation to Chelsea Chavez and Madison Montgomery for putting together the Pumpkin Festival. The Board thanks them as well. Chief states breakfast with Santa 10:30am-12pm with Santa arriving about 10:30am.

**CITY LIAISON:**

**VISITOR COMMENT:** No visitors

**OLD BUSINESS:**

- a) Jefferson/Scio Joint Operations Update

Chief Hendricks advises an offer has been made to one of the applicants after some contingencies

are met. That person will work Monday 12am until after drill, Wednesday/Thursday at 600. They will be putting together a business plan and managing grants.

- b) Board/Policy Amendment- Chief Hendricks advises of recommendation from the attorney to adopt 8.3 and 8.5 as presented. Amendment was discussed. Becky McKibben made motion to adopt policy 8.3 and 8.5 as presented. Renee Gonzalez seconded. Majority vote passed.

**NEW BUSINESS:**

- a) Succession Planning, Hiring and Evaluation – Director Linhart explains a handout packet from OFDDA for succession planning hiring evaluation.
- b) Tomorrow OSFM will be here, and they will be going out to Wintercreek, Spring Lake, to see if there is anything they can do to help us. The wildland interface is as bad as Eastern Oregon in some parts. Maxwell mapping hypothetically put a station in Ankeny and Dever/Connor area. Chief Hendricks passed around a map with hypothetical station and response times for those areas. Staffing could be an issue. Stayton local option did pass. Future discussion for local option due in 2024. We need to look at run types with 90-95% of our calls and will likely need about 4 people that should be incorporated into this then supplement with volunteers or residents.
- c) Recruitment and Retention Coordinator- See old business A.

**ALARMS:** See Board Reports- Chief Hendricks advises we have ran 234 more call than this time 2020.

**GOOD OF THE ORDER/DIRECTOR’S COMMENTS –**

- Volunteer Christmas dinner for volunteers on 12/02/2021, in which they are planning on purchasing Chinese food.
- Renee Gonzalez SDIS board member 101/102 (Scio)

**ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL-** The Accounts Payable and Projected Payroll for the month of October 2021: \$113,533.86; General Fund Payable-\$38,003.03, Payroll-\$75,530.83 Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0.

The Board reviewed the accounts payable. Motion by Director Renee Gonzalez seconded by Director Becky McKibben 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 Renee Gonzalez seconded by Director Becky McKibben to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:44 p.m.

  
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Board President

  
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Administrative Assistant

12/21/21 Date