

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

**Board of Directors Meeting - Minutes
November 14, 2018**

APPROVED 12-12-2018

<u>Attendance:</u>		
Board Members: Ron Woodard Tim Beatty Jamie Wright Al Lee Danny Curler	Staff: Doug Kerr Rob Dahlman Ed Ulrich KrieAnn Kudar Jim Kusz Lois Smith	Guests: None Absent: Jamie Mason

Board President Jamie Wright called the regular board meeting to order at 4:00 p.m.

Executive Session #1

This Executive Session was opened at 4:00 p.m. by President Jamie Wright, who read the following:

The Board will now go into an Executive Session. This Executive Session is authorized by ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations. All persons other than the Board Members, Chief Kerr, Rob Dahlman, and Lois Smith are excused from the meeting.

Mark Wolf, SDAO attorney, joined the Executive Session via teleconference. He informed the Board regarding the Union's collective bargaining agreement (CBA) and timelines for negotiations and the Board's involvement. He answered the questions that the Board had.

This Executive Session was closed at 4:40.

Executive Session #2

This Executive Session was opened at 4:40 p.m. by President Jamie Wright, who read the following:

The Board will now go into another Executive Session. This Executive Session is authorized by ORS 192.660(2)(e) to discuss a record exempt from public disclosure,

specifically attorney-client privileged information. All persons other than the Board Members, Chief Kerr, and Lois Smith are excused from the meeting.

Chief Kerr updated the Board about information from the District's attorney regarding the status of the HR issue.

This Executive Session was closed at 4:50 p.m.

The regular board meeting resumed at 4:50 p.m.

Approval of Minutes

The Board Minutes of 10/10/2018 were presented for approval. Ron Woodard made a motion to approve the minutes as presented; Tim Beatty seconded the motion. The motion passed. (See Motion #1)

Review of Financial Statements and Payment of Bills

The bills were presented for payment. Danny Curler declared a conflict as Check #29461 was for his business. Lois Smith informed the Board that the following check was voided as it was written for the incorrect amount.

Check #29447 – Mackenzie (\$66,566.43) VOIDED

Ron Woodard asked about the payment to Ricoh and why so many color copies were made. Lois Smith indicated she would check into the copy usage.

Ron Woodard made a motion to approve payment of the bills as presented; Al Lee seconded the motion. The motion passed. (See Motion #2)

Two checks were written after the financials were completed. Therefore, a separate motion is needed to approve them.

Check #29470 – Mackenzie (\$43,107.89)

Check #29471 – IconiPro (\$4,202.50)

Ron Woodard made a motion to approve payment of these two checks. Danny Curler seconded the motion. The motion passed. (See Motion #3)

The Board reviewed the monthly financial statements. Ron Woodard made a motion to approve the statements as presented; Danny Curler seconded the motion. The motion passed. (See Motion #4)

Budget – None

New Business

Length of Service Awards Program (LOSAP)

LOSAP reports for the quarter ending 9/30/2018 were presented to the Board. Tim Beatty made a motion to approve the reports. Al Lee seconded the motion. The motion passed. (See Motion #5)

LOSAP Contribution Check

Check #29469 in the amount of \$10,390 for LOSAP contributions for the quarter ending 9/30/2018 was presented to the Board for approval. Danny Curler made a motion to approve the check. Ron Woodard seconded the motion. The motion passed. (See Motion #6)

Old Business

There were no items of old business listed on the agenda. However, board members inquired about several items from the previous board meeting.

1. Chief Kerr was asked if he has been in contact with Larry Morris regarding the sand removal at Station 1600. Chief Kerr indicated that he would check again with Larry Morris.
2. The question regarding if performing background checks on board members could be done. Lois Smith indicated that it has not yet been looked into; however, she will check into this question.
3. The topic of finding a replacement for a Civil Service Commission position was brought up again. Chief Kerr said he would contact Bob Gibson to see if he has a recommendation.

Chief's Report

Bond

Chief Kerr informed the Board regarding the first bond purchases.

- 12-lead heart monitor (\$35,000)
- SCBAs (\$350,000 to \$400,000)

Seismic Upgrade / Station Remodel Projects

Chief Kerr updated the Board regarding the progress on the seismic upgrades at both stations, as well as the remodel project at Station 1400.

Conflagration

Chief Kerr informed the Board that payment for one of the recent conflagrations has been received; still waiting for the other two.

Chief Kerr informed the Board of the current conflagration in California. Four of our members (2 volunteer firefighters and 2 career firefighters) have gone to Paradise, California and could be gone for up to 14 days.

Confederated Tribes of the Siletz Indians – Contribution Letter

Chief Kerr reported to the Board that he submitted a follow-up letter as no response has been received from the first letter.

Projects of the District

Chief Kerr updated the Board on the following projects:

- Lighting project at Station 1600
- The shipping container for additional storage has been delivered to Station 1600
- Update on apparatus repairs
- Update on communications system
- Evaluation and purchase of SCBAs
- Changes at Station 1600 to accommodate all staff during the remodel of Station 1400
- EF Recovery will soon be submitting highway billings for the District

Alarm Response

Update on alarm response for October.

Retirement Announcement

Chief Kerr informed the Board that he would be retiring as Fire Chief effective February 28, 2019 and that he would present his formal, written notice to HR on Monday 11/19. Ron Woodard requested that Lois Smith contact SDAO for assistance regarding a new fire chief.

Staff Reports

Public Relations / Safety Report

Jim Kusz reported on the public education and media coverage that he has been involved in the past month as listed in his board report. The Safety Committee minutes were included with his report.

Training Report

DC Jamie Mason was unable to attend the meeting. His board report listed some of his activities for the past month. Chief Kerr discussed the SCBA evaluation and the apparatus committee that DC Mason has been involved in during the past month.

EMS Report

DC Rob Dahlman reported on his activities for the past month as listed in his board report. He gave further update on Station 1200 and Station 1400.

Fire Marshal Report

Ed Ulrich reviewed the activities he has been involved with during the past month as listed in his board report, including plans for Station 1600 housing all of the staff beginning in January and plans for the phone system and IT network. He then informed the Board of his Fire Marshal duties and projects.

Public Comment – None

For the Good of the Order – None

ADJOURNED AT 6:31 p.m.

The minutes were taken, transcribed and submitted by

Lois Smith

Office Administrator

North Lincoln Fire & Rescue District #1

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 1 Date: 11/14/2018

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty	X	Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the minutes of the 10/10/2018 meeting, as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 2 Date: 11/14/2018

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee	X	Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve payment of the bills as presented. Danny Curler reported a conflict with one check (#29461) as it is for his business. Check #39447 was voided.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler			X	

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 3 Date: 11/14/2018

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler	X	Danny Curler

MOTION:

To approve payment of the two checks written after the financial statements were prepared.

Check #29470 – Mackenzie \$43,107.89
 Check #29471 – IconiPro \$4,202.50

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 4 Date: 11/14/2018

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler	X	Danny Curler

MOTION:

To approve the monthly financial statements.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 5 Date: 11/14/2018

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
X	Tim Beatty		Tim Beatty
	Alan Lee	X	Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the LOSAP reports for the quarter ending 9/30/2018.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 6 Date: 11/14/2018

Motion Made By:		Motion Seconded By:	
	Ron Woodard	X	Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
X	Danny Curler		Danny Curler

MOTION:

To approve Check #29469 in the amount of \$10,390 (OFDDA) for payment of the LOSAP contributions for the quarter ending 9/30/2018.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	