

BOARD OF DIRECTORS

Mike Bauer
Julio Quevedo
Jeff Hart
Mike Welter
Cynthia Lara

CHIEF OF DISTRICT

Kyle McMann



FOUR CORNERS STATION
MIDDLE GROVE STATION
PRATUM STATION
MACLEAY STATION
BROOKS STATION
CLEAR LAKE STATION
LABISH CENTER STATION
CHEMEKETA STATION

MARION COUNTY FIRE DISTRICT No.1

BOARD OF DIRECTORS

Meeting Minutes

January 18th, 2024

Present: Fire Chief McMann, DFC Lee, President Welter, Director Hart, Director Bauer, Director Lara, Emma Bjorklund, KFD Fire Chief Ryan Russell

President Welter called the Board meeting to order at 6:51

Flag Salute: Complete.

Agenda: Director Bauer moved to approve the agenda. Director Hart seconded. Motion passed unanimously.

Proclamations, Commendations, Special Reports/Awards: None

Minutes:

- November 16th, 2023, minutes. Hart moved to approve the minutes. Director Lara seconded. Motion passed unanimously.
- December 18th, 2023, Special Meeting Minutes. Director Bauer moved to approve the minutes. Director Lara seconded. Motion passed unanimously.

Public Comment: None

Standing Committee Reports:

- Treasurers Report. Director Hart presented the financial review for December. We should be in about the 50% range due to being halfway through the fiscal year. The LGIP interest rate is holding at 5.01%. Our assets are up about 8-9 hundred thousand. Our liabilities have decreased. We have collected about 82% of revenue, with 18.1% left to collect. Property Tax has 6.1% left to collect. This is a great space to be at this point in the fiscal year. Expenditures are all above 50% available.
- Strategic Planning. Chief McMann shared that the 29th is the strategic planning steering committee meeting. BC Boyer is finishing meetings with project heads and finalizing all documents for the meeting. Then this shall be brought to the board after that meeting.
- Community Involvement. Chief McMann stated that this has slowed due to holidays. The Hayesville group has invited some state legislators to a meeting. One goal is to reach out to different groups that we are not currently involved in.

Old Business:

- **Board Policies.** President Welter stated that we are going to move this to next month and follow the corrections presented in the work session.
- **Strategic Planning.** Chief McMann asked if they would like a work session to go through the strategic plan or to do it in the board meeting. Discussion ensued. The board decided to have a work session in order to go through the documents.

New Business:

- **Policy Manual.** This is going to be deferred to next month with all final corrections from legal counsel.
- **2024 District Goals.** Chief McMann stated that there were a few errors so that he did not bring them. The goals will be sent via email and presented in the February board meeting.
- **Budget Calendar.** Chief McMann shared the budget calendar. Renee Gilbert will be running the budget season with guidance from Chief McMann. This is the same formatting as last year. This will be in the board packet for next month for adoption.
- **Budget Committee Members.** Emma shared our current members. Discussion ensued about the vacant positions and last year's appointments. Board decided to reach out to Sue Curths about the position and posting on Facebook so fill the other vacant position. Discussion ensued.
- **Appoint Budget Officer.** Chief McMann stated that this needs to be appointed every year. Per board policy this is the Fire Chief. Director Bauer made a motion to appoint Chief McMann to Budget Officer. Director Lara seconded. Motion carried unanimously.
- **Wellness and Benefits Coordinator Job Description.** This is a position based from Clackamas Fire District and TVF&R. This will include job functions such as benefits, peer support, human resources, and other functions that involve taking care of the employee. This was not finished and will be brought to the board for approval next month. Over the next 6 months to a year, Emma will potentially take over human resources fully. This would allow Mark Bjorklund to have the ability to do higher chief level job functions.
- **Audit Acceptance.** Chief McMann shared that the audit was finished. The Audit occurred within a day. He shared congratulations to Renee. There were zero finds and a few recommendations. Our single audit that occurred for the first time and they were very happy with it. Discussion ensued. Director Bauer made a motion to accept fiscal year 2023 audit. Director Lara seconded. Motion carried unanimously.

Chiefs Report:

- **Chief Briefing** went out to the board this afternoon. Kim and Lacy have both started and are doing great. There are a lot of big picture items occurring. Renee is working on the budget and started the budget kick off this afternoon.
- **Regional Fire District Collaboration.** There has not been a lot of movement due to the holidays. There was a meeting with Salem Fire about medic units. There was a conversation about a possible ASA. Chief Russell and Chief McMann are restarting their meetings. ASA contracts are signed and there was zero drama.

- Grants. We were awarded a 22,000 grant to pay for apart of Vincent's position that we are currently paying. There are a few more grants that we are holding on due to the lack of time and availability.
- Apparatus. Rosenbauer is sending an ariel rep next week and training will begin. We are hoping for a push in ceremony in February. The contract for the Pumper has been cancelled. There has been no response, but a read receipt has been confirmed. Next month a proposal will be brought to the board to go ahead with Pierce for the new pumper. There are a few options to look at and discuss. The design flaws of the tenders have been addressed and should be fixed and ready by February. This will then flip and put our current one in the shop which will result in both tenders being services by April. The medic remounts were order through a Ram chassis. When Ford opens for order then we will likely order two more. The rams are estimated for midsummer to be complete. The two la pine medic are also hopefully going to be remounted as well.
- Awards Banquet. This will be on February 2nd at 6:30 pm. The awards are ordered expect a few including the board of directors award.

Individual/Organizational Input:

VFFA: None.

Local 2557: None.

Good of the order:

- Jeff Hart shared that he received a flyer in the mail from the District and thought that was awesome.

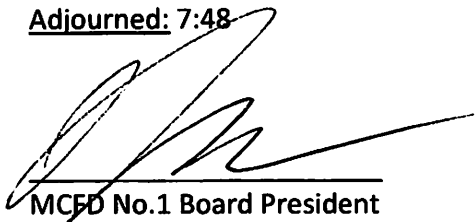
Public Comment: None

Next Meeting:

Work session 5:30

February 15th, 2024, at 6:30pm at Station 5.

Adjourned: 7:48



MCFD No.1 Board President



MCFD No.1 Board Secretary