

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

February 15th, 2024

Present: Fire Chief McMann, DFC Lee, President Welter, Director Quevedo, Director Bauer, Emma Bjorklund, BC Berger, Jerry Martin

President Welter called the Board meeting to order at 6:31

Flag Salute: Complete.

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

Proclamations, Commendations, Special Reports/Awards: None

Minutes:

- Board Meeting Minutes from January 18th, 2024. Director Bauer made a motion to approve. Director Quevedo seconded. Motion carried unanimously.
- Work Session Minutes from January 18th, 2024 Director Bauer made a motion to approve. Director Quevedo seconded. Motion carried unanimously.

Public Comment: None

Standing Committee Reports:

- Treasurers Report. Due to the treasurer being out this was bi passed.
- Strategic Planning. Steering committee is March 4th. After that the board should receive a document and it will be brought to the board next month.
- Community involvement. January was a light month. Chief McMann and Chief Lee continue to work with the Hayesville group. BC Berger also attended the winery community group and reported that it went well.

Old Business:

- Board Policies. Emma presented the board policies with changes made from the January 18th work session. Chief McMann stated that we will need to update the dates in the packet if approved. Discussion occurred. Director Bauer made a motion to approve the policies with minor corrections such as dates and formatting. Director Quevedo seconded. Motion carried unanimously.

- Strategic Planning. The goal will to be moved to next month.
- Policy and Procedure Manual. This was reviewed in the prior work session. Director Bauer made a motion to approve with small grammatical errors, formatting, and PLO legislative changes. Director Quevedo seconded. Motion carried unanimously.
- Benefits and Wellness Coordinator Job Descriptions. This is very close to the HR analyst job description that was passed around two years ago. This is currently BC Bjorklund position, however his work back position will be ending within the year. The Deputy Fire Chief will be keeping all personnel officer. This is comparable to Clackamas Fire Department and Tualatin Valley Fire and Rescue. This is a job description combining the HR analyst with a rolled in wellness position. Around July 1st, Emma will fully take over this position and BC Bjorklund will move to an administrative BC to help with chief officer duties. There is a wage resolution that is around the entry level position of the HR Analyst. This is a new job description number but is a reclassification. Discussion ensued. Director Bauer made a motion to approve. Director Quevedo seconded. Motion carried unanimously.
- Budget Committee Members. Two individuals showed interest in the position. Sue Curths and Janice Wheeler. Discussion ensued. Director Bauer made a motion to appoint Sue Curths to position 2 and Janice Wheeler to position 3. Director Quevedo seconded. Motion carried unanimously.
- FY 2025 Budget Calendar. There are no changes from last month when brought as an info. Director Quevedo made a motion to approve. Director Bauer seconded. Motion carried unanimously.

New Business:

- 2024-01 Purchase of Piece Saber Engines. This was published in the statesman journal. It is 1.8 Million dollars as a listed price. No comments or rejections were brought forward. In the resolution, there will have to be a change from “Engine” to “Ambulance”. The goal is to do three pumpers and two engines. This will follow with the build your own truck program. By the motion, this would give Chief McMann the ability to purchase the trucks when they come out. The 3rd engine was put on because we can control the delivery dates. The 3rd engine will be pushed out a couple years. Discussion ensued. The seconded WHEREAS paragraph would need to be deleted. Director Bauer made a motion to approve with the deletion of the second WHEREAS paragraph and wording change of “engine” to “ambulance”. Director Quevedo seconded. Motion carried unanimously.
- 2024-02 Purchase of the Ambulance Refurbishment. Chief McMann described the contract and the purpose of refurbishing the ambulance remounts that we got. Chief McMann went into further detail about what the contract entailed. We did get three quotes; one quote did come back but other companies refused to give a price. If approved, we can get a refurbished next month. Director Quevedo made a motion to approve. Director Bauer seconded. Motion carried unanimously.
- 2024-03. The only change is the addition of the benefits and wellness coordinator. Another change is a mid-year COLA to align with the union CBA. This is 2% COLA. Discussion ensued. Director Bauer made a resolution to approve the resolution. Director Quevedo seconded. Motion carried unanimously.

Chiefs Report:

- Chief Briefing went out to the board this morning.
- Regional Fire Chief Collab. Keizer Fire Department and the chiefs continue to meet. There are dates with 8 different fire chiefs that are wanting to work together in the Fire Alliance. Most are in Marion County and one in Polk County. Salem Fire Department has not shown interest. Discussion ensued.
- Quint Training. Almost everyone is done training. Met with Marion County Public works since our apparatus is overweight. We are working on getting a permit. There are a bunch of bridges in our District that the quint cannot go over. There are some collaborative approaches that are going to help move this smoothly. This will also be brought to the Fire Chief Board for other collaborative approaches. In service date is looking around the middle of April. This will be when the push happens.
- Awards Banquet. This was about two weeks ago. About 100 people, it was a casino night. Went super well. There were a few awards that did not go out. We are looking into the future into what we can do to get everyone there.
- SDAO Conference. Renee, Chief McMann, and BC Bjorklund attended. Great classes and good networking opportunities. There were a lot of fire chief that showed up allowing for more collaboration talk. Chief McMann invited the board members to attend next year, due to the numerous amounts of classes for members.
- Single Role EMS hiring. Interviewed 5 candidates. We are hoping to bring all 5 on, which we bring the District overstaffed by 3. Our call volume is up by 20% so we are hoping to staff another medic.

Individual/Organizational Input:

VFFA: The Brookes pancake breakfast will be March 9th and 10th. The ice storm didn't cause many issues. Volunteers responded to a few fires. One a barn and another a house. Volunteers are still working well with the crews and other out of district volunteers. The winter seasons were busy, but the volunteers were happy. There are three candidates in training, we are hoping to have three water tender operators by April.

Local 2557: None.

Good of the order:

None

Public Comment: None

Next Meeting:

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

Adjourned: 7:24

Executive Session: ORS 192.660(2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.


Mike Welter (Apr 24, 2024 07:30 PDT)

MCFD No.1 Board President


Jeff Hart (Apr 24, 2024 10:42 PDT)

MCFD No.1 Board Secretary









021524 Minutes

Final Audit Report

2024-04-24

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