

BOARD OF DIRECTORS

Mike Bauer
Jeff Hart
Cynthia Lara
Julio Quevedo
Mike Welter

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

February 20th, 2025 Minutes

Present: Fire Chief McMann, DFC Lee, CFO Gilbert, President Welter, Vice President Bauer, Director Quevedo, Director Hart, Lacy Meade, William Chapman, Kori Sarrett, Public Attendee

President Welter called the Board meeting to order at 6:01 p.m.

Flag Salute: Complete

Agenda: Director Welter moved to approve the February agenda with the conditions that IT Security policy be moved to an Info item and the audit presentation moved to Proclamations. Director Quevedo seconded. Motion carried unanimously.

Public Comment: None

Minutes:

- Board Meeting Minutes from January 23rd, 2024. Director Quevedo made a motion to approve. Director Hart seconded. Motion carried unanimously.
- Proclamations, Commendations, and Special Reports/Awards: Kori Sarrett with Accuity LLC presented a summary of audit findings to the Board. There were no compliance findings and no financial findings.

Standing Committee Reports:

- Treasurers Report: Director Hart deferred to CFO Gilbert who gave a report on January Financials. We are heavily involved in budget development and forecasting for FY26. Director Quevedo asked if the current tariffs will affect the District in a negative way and CFO believes there will not be a significant impact to revenue. However, the FEMA SAFER Grant is on hold and there are no updates available. The COCO AIM Grant will likely not be funded and has been placed on hold. GEMT CCO reimbursement funds are also significantly behind on being received. Conflagration funds from the CA fires are likely 9-

12 mos. out from being funded. The District will be transitioning to bi-monthly payroll beginning in July which should reduce payroll errors. A temporary Staff Assistant has been hired to assist with phones and accounts payable in the absence of a Finance Specialist in Admin. LGIP interest rates are slowly going down. CFO Gilbert shared that audit companies in Oregon are in short supply and should the District wish to change auditors it would likely have to be an Idaho firm. Discussion ensued.

Old Business:

- FY2024 Audit Presentation & Approval: Director Quevedo made a motion to approve the audit. Director Bauer seconded. Motion carried unanimously.
- Job Descriptions: Job descriptions have not yet been completed by legal counsel but are expected to be brought to the Board in March.
- Board Policy: Emma gave an overview of changes made to MCFD1's Board Policy to bring it up to speed to SDAO's sample Board Policy. The main change is the addition of a Board Member Acknowledgment form that will be signed by new Board Members going forward. Director Quevedo made a motion to approve the audit. Director Bauer seconded. Motion carried unanimously.
- Civil Service Commissioner Vacancy: MCFD1 has been looking at retirees of the District who may be interested in the open vacancy. However, currently there are no applicants.
- Budget Committee Member Vacancy: This vacancy needs to be filled by April at the latest.

New Business:

- Resolution 2025-01 Valic Plan Administrator: All of MCFD1's current plans need to have the correct Administrator going forward, which is proposed to be CFO Gilbert. Director Quevedo made a motion to approve the Resolution. Director Bauer seconded. Motion carried unanimously.
- Resolution 2025-02 HRA VEBA Plan Administrator: Director Quevedo made a motion to approve the Resolution. Director Bauer seconded. Motion carried unanimously.
- Resolution 2025-03 401a Plan Administrator: Director Quevedo made a motion to approve the Resolution. Director Bauer seconded. Motion carried unanimously.
- Resolution 2025-04 Declaration of Surplus Property: Chief McMann explained that the District is ready to shed some surplus property, as listed in the attached Exhibit A for the Resolution. The District shall have the authority to dispose of the Surplus Property in any manner that will substantially promote the District's and public's interest. There has been considerable interest from other agencies in purchasing our surplus apparatus. The goal is to hold proceeds in Fund 80 to use for future apparatus purchases. Director Hart made a motion to approve the Resolution. Director Bauer seconded. Motion carried unanimously.
- Strategic Plan 2024 Summary Status Report: Chief McMann gave an overview of the five goals that comprise the Strategic Plan. Chief McMann plans to have an annual summary for the Board every year going forward. President Welter commented that he believes it to be a realistic and applicable Plan. Discussion ensued and the Board was in general

agreement. Director Hart made a motion to approve the 2024 Strategic Plan. Director Quevedo seconded. Motion carried unanimously.

Chief's Report:

- EMS Chief Recruitment: There were originally 16 applicants and 6 were determined to not meet minimal qualifications. The remaining 10 were interviewed last week and 4 candidates will be moving forward and all candidates are highly qualified and very diverse. On-site interviews will be March 4th, 2025. Start date would be mid-April to May.
- Regional Fire Alliance: Chief McMann and Chief Russell of Keizer have been in discussions and Salem Fire's Chief, Chief Gerboth, has also has expressed interest of wanting to join discussions. Chief McMann believes that collaboration will be the key for future longevity of the District.
- CBA Negotiations Update: The Union is pushing to complete negotiations within the next week and Chief McMann believes it may be a possibility.
- Retirements: Captain Doeden and BC Boyer have upcoming retirements that the District will be recognizing.

Individual/Organizational Input:

VFFA: The Volunteer Foundation has the Annual Brooks Breakfast during the second week of March. OVFA has an upcoming conference in Salem and the Volunteer Foundation will also be completing some Strategic Planning this year.

Local 2557: None.

Good of the order: None

Public Comment: None.

Next Meeting:

Regular Meeting March 20, 2025, at 6:00pm at Station 5.

Adjourned: 7:11 p.m.

President, Board of Directors

Attest