

BOARD OF DIRECTORS

Mike Bauer
Jeff Hart
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

March 20th, 2025 Minutes

Present: Fire Chief McMann, DFC Lee, CFO Gilbert, President Welter, Director Quevedo, Director Hart, Lacy Meade, Eric Barham, Keizer Fire Chief Ryan Russell, 'Public Attendee' (unnamed), Michael Stoffey (Public attendee)

President Welter called the Board meeting to order at 6:00 p.m.

Flag Salute: Complete

Agenda: Director Quevedo moved to approve the March agenda. Director Hart Seconded. Motion carried unanimously.

Public Comment: None

Minutes:

- Board Meeting Minutes from February 20th, 2025. Director Hart made a motion to approve. Director Quevedo seconded. Motion carried unanimously.
- Proclamations, Commendations, and Special Reports/Awards: Eric Barham gave a Community Risk Reduction (CWRR) presentation summarizing a recent Defensible Space Project. Funding grants for CWRR were discussed and photos were shown showing a private property that benefitted from trimming and tree removal.

Standing Committee Reports:

- Treasurers Report: Director Hart gave an update on February financials. The District is sitting at 67% spent and 33% remaining available. LGIP and MAPS interest rates are both slightly lower. All General Fund line items are at an expected other than GEMT FFS and GEMT CCO and all Conflagration reimbursements have been received. Expenditures by Division are all in an expected range, with Fire Operations just slightly above expected. Director Hart deferred to CFO Gilbert who gave additional details about Fire Ops being slightly higher due to Conflagration in California and resulting OT hours. A Supplemental

Budget will be brought to the April BOD meeting. The District has started to receive small GEMT CCO payments, but banking information needs to be updated for all CCO's. Bi-weekly Payroll will begin July 1st.

- The District's Capital Improvement Plan will be brought to the April BOD meeting and is currently being completed by BC Boyer. The Investment Policy is currently being compiled by CFO Gilbert.
- Community Involvement – Chief McMann attended a Keizer Community Council work session and volunteered to help coordinate a Keizer Rapids Park project that will also involve Keizer Fire Chief Russell. Chiefs McMann and Russell both attended the 2025 State of the City meeting in early March.

Old Business:

- IT Security Policy: This has been moved to an Info. item; BC Bjorklund needs to do some final edits. Director Hart began a discussion about whether all Board documents including the BOD packet need to be sent encrypted. Due to it being a public document, it cannot be encrypted.
- Job Descriptions: Job descriptions have been completed by legal counsel. Main changes were in 'Physical Demands' and 'Essential Job Functions' for several of the positions. There are no other substantial changes. The Management Analyst job description has not been completed. Director Quevedo moved to approve all completed job descriptions. Director Hart Seconded. Motion carried unanimously.
- Fire Code Adoption: OSFM is still reviewing; the Fire Code will likely be ready to adopt in Fall of 2025.
- Budget Committee Member Appointment: There is one Budget Committee vacancy and there have currently been no interested candidates thus far. Discussion ensued about the potential issues in not having a quorum in the future.
- Board Policy: Director Hart suggested that language be changed from the current requirement for the Board Policy to be updated annually to instead being changed if deemed necessary by the Board. Discussion ensued regarding whether Board Policy language needs to be changed from currently requiring a new auditor each year to giving the Board discretion to choose a new auditor when deemed necessary. President Welter requested more time to review the Board Policy; it has been tabled and moved to the April BOD Meeting for approval.
- Civil Service Commissioner Appointment: This has been posted on Facebook but there has currently been no interest.

New Business:

- 20.114 Operations Support Lieutenant Job Description: This has been moved to an Info. item as it is a volunteer position
- Board Member Vacancy: The elections office let us know that Cynthia Lara has moved out of the district, requiring her formal resignation. March 20th was the last day to file for the election and there was one applicant who filed for a 2-year position. The applicant is Michael Stoffey, who attended this meeting via Zoom. Discussion ensued about whether

the Board wishes to appoint a new Board Member prior to July 1st. The Board has directed staff members to make an online announcement of the Board member vacancy, per policy. The Board has decided that Mike can apply to the vacancy and the Board then wishes to appoint him at the April Board meeting, which has now been moved to April 24th. The May BOD meeting has been moved to May 22nd and the June meeting has been moved to the 26th.

Chief's Report:

- EMS Chief Hiring: Tim Morris has been hired as the new EMS Chief. He is the current General Manager of Falck Ambulance and will be finishing out with Falck while working part-time for the District. Discussion ensued.
- CBA Negotiations Update: A tentative agreement has been reached with the Union after 4.5 months of negotiations. The Union is currently in the process of voting on the CBA.
- SWAT Medics: Four MCFD1 Paramedics applied to be on the Marion County Sheriff's Office SWAT Team and two have passed.

Individual/Organizational Input:

VFFA: None.

Local 2557: None.

Good of the order: None

Public Comment: None.

Next Meeting:

Regular Meeting April 24th, 2025, 6:00pm at Station 5.

Adjourned: 7:36 p.m.

President, Board of Directors

Attest