

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
July 20, 2023

Present: Chief McMann, Deputy Chief Lee, Vincent DeFabis, Emma Bjorklund, President Welter, Director Bauer, Director Hart, Juan DeLeon, Cory Coussens, Lew Owens, Cynthia Lara, Julio Quevedo, Chief Russell

President Welter called the Board meeting to order at 6:02.

Flag Salute: Complete.

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

Proclamations, Commendations, Special Reports/Awards:

- Introduction. Chief McMann welcomed Vincent DeFabis, a previous Volunteer Firefighter. He was hired as our Volunteer Coordinator.
- Letter from Woodburn Fire. Chief Budge of Woodburn Fire thanked the crews for helping on July 4th. There were three working fires, the District provided coverage Woodburn’s Station. The volunteer crew were first to respond to a large house fire. Vincent DeFabis shared his experience on working the fire. The board thanked DeFabis for all of his help.
- On the fourth of July a volunteer crew that was returning to base noticed a house fire. They were able to respond before Silverton and were able to knock down the fire.

Minutes:

- June 8th,2023 minutes. Director Hart moved to approve the minutes. Director Bauer seconded. Motion passed.
- June 27th,2023 work session minutes. Director Hart moved to approve the minutes. Director Bauer seconded. Motion passed.

Public Comment: None

Standing Committee Reports:

1. Secretary/Treasurer’s Report. Director Hart spoke about the last month of the FY. LGIP interest rate is 4.05%. This is steadily increasing, which is helping our overall income. Hart asked about the General Revenue Fund and the percentages. Chief McMann stated

we were going to collect over what is budgeted which is why it states 102% above base revenue. Miscellaneous revenue, not a huge quantity hoping to increase. We collected all revenue other than the Florida hurricanes. The general revenue is still looking good. Still not collecting as much as hoped but increasing. The funds are looking good, and we did not go over any appropriations.

2. Strategic Planning. There are five goals in our strategic plans. Monday Chief McMann will be pushing out the agenda. There are two committees, communications and community partnerships do not have any committees. Director Bauer will join one committee and President Welter will take the other. Discussion ensued. With the upcoming levy, BC Boyer will help lead the Strategic planning. In a few months this should be presented to the board.
3. Community Involvement. The District is doing a national night out/open house at station 4. Open house and station 1 and station 6 in few months. There are a bunch of events for national night out. Our day staff have volunteered to help with the national night out.

Old Business:

- Interviews for Board Vacancies. Position #2 and Position #5 are open for appointment. Two candidates applied for the position. Julio Quevedo and Cynthia Lara. Julio Quevedo was interviewed first by President Welter. Cynthia Lara was interviewed second by President Welter. Director Bauer stated that he believes both candidates would be good assets to the board. President Welter stated that there is a big learning curve, and the goal as a board is to be a stable course. The board sets policy but ultimately, the job is to help the chief and create stability. Discussion ensued.
- Website URL Change. This is deferred to next meeting. One recommendation is to switch to a secure website. This would switch our URL to .gov. This would be a federal change. No cost but time consuming. We will bring this to the August meeting. BC Bjorklund is heading this change.

New Business:

1. Appointments for Board Vacancies. Director Bauer made a motion to appoint Julio Quevedo to position #2. Director Hart seconded. Julio Quevedo is appointed to position #2. Director Bauer made a motion to appoint Cynthia Lara to position #5. Director Hart seconded. Cynthia Lara is appointed to position #5. Both Director Quevedo and Director Lara completed the Oath of Service.
2. Acceptance of Board Elections. May election results. Presented is a certificate for acceptance of results. There is also an abstract with the write in candidate votes. They were unable to reach the person who won the write in votes. President Welter did search for the person. The full abstract was sent electronically and was not printed. Chief McMann had to sign for this, due to the due date being before the meeting. Discussion ensued. Director Hart made a motion to accept the results. Director Bauer seconded the motion. Motion passed unanimously.
3. Resolution 2023-13 Local Option Levy. President Welter shared the past information shared about the local option levy to the new board members. Discussion ensued. Chief McMann has met with Betsy frequently. She currently is working on the messaging and

has completed it. Both have good confidence. Currently working on the email address and schedule. We will have a 30 second ad. Marlin from Foremost Media and Besty are in contact and working together. Chief McMann shared the different messaging options: calls and costs for rising, federal funding for the nine firefighters ends February 2025, and residents will pay less than they did in 2021. Discussion ensued. This would increase the levy to start in 2024 and we would be good until 2029. Highly increase the stability. Director Hart made a motion to approve the resolution. Director Bauer seconded. Motion passed unanimously.

4. Resolution 2023-14 Ambulance Remount (Deferred). We are moving this motion to August, due to not being able to publish notice in proper time. This will be to remount two ambulances. This would not be able to be ordered to quarter one of FY 24. We would not see this until January 2025.
5. Resolution 2023-15 Surplus IT Equipment. We are purging some different printers, monitors, tablets, and computers. Jeremy gave a rough estimate of how much we could sell them for. We will be trying to sell or donating as much as possible. Director Bauer made a motion to approve. Director Hart seconded. Motion passed unanimously.
6. Resolution 2023-16 Surplus Patient Gurneys. We previously bought five power loading gurneys. This is the document providing all the accessories and gurneys to be surplus. We are keeping two. Director Bauer approved. Director Quevedo seconded. Motion passed unanimously.
7. Resolution 2023-17 Surplus Forklift. We bought a forklift to replace our current one. The previous forklift was made around WWII. It was no longer working. We bought a used forklift which was budgeted for last year. We are hoping to sell it or donate it to a WWII museum. Director Quevedo made a motion to approve. Director Lara seconded. Motion passed unanimously.
8. Resolution 2023-18 Supplemental Budget. This was mentioned at the budget meeting. This was due to a grant that was received at the end of the FY. We received the money in June, which moved this to cash carryover. This will be moved to the community risk reduction division. This was properly noticed via state law. There are a few more items that were mis labelled in EMS ops and Fire Ops. This is to help correct all those inaccuracies. Due to the increase in cash carryover, we also had an increase. Director Quevedo made a motion to approve. Director Hart seconded. Motion passed unanimously.
9. Financial Policies. These policies were made with the budget committee. This is an annual review. There are not substantial edits. There were a few updated numbers to reflect the numbers presented in the budget. Discussion ensued. Director Bauer made a motion to approve. Director Hart seconded. Motion passed unanimously.
10. Grant Policies. This a brand-new policy with grant management. This is general guidance; it is going to be formatted the same as financial policies. This was based off of a different Fire District and adapted towards our needs. Discussion ensued. Director Bauer made a motion. Director Quevedo seconded. Motion carried unanimously.

Chiefs Report:

- District Summer Picnic. On Tuesday 25th there is going to be our first District Picnic. We will have a bouncy house, Water ball, Hawaiian food, and ice cream truck. Discussion ensued.
- National night out. As mentioned previously, we are holding an opening house/national night out at station 4.
- Hiring Update. This was previously sent out with the chief briefing. The volunteer coordinator was hired. We hired a finance and administrative specialist yesterday. We are now waiting on the background. We have three new ff and a SR on boarding on the 1st of August. These we all a part of our district, either volunteer or career.
- Keizer Fire District Collaboration. The Fire Chiefs are still meeting frequently to discuss collaboration. Next week the Chiefs are going to meet to see what is next and make our policies more aligned. Both boards will be seeing a new policies. Chief Russell helped as BC on the I5 fire. Th same day in turner there was a large grass and house fire. We became a staging area for tasks forces. Aurora, Keizer, Hubbard, and Silverton all were able to attend and help on the task force.
- Chief McMann shared about the new Payroll tax passed by City of Salem and how it will affect the District. He also shared on the ASA service areas. Discussion ensued.
- Station 2. The electrical panel for station 2 arrived yesterday and we began installing it. We are hoping to be fully in station by August 3rd which is 2 weeks ahead of schedule. Our on-duty BC will move to station 8 once station 2 is moved in.
- Quint. There is a final Zoom inspection of the quint tomorrow. The delivery date will be set after that day. It must be here by August 28th at the very latest.

Individual/Organizational Input:

VFFA: None.

Local 2557: Union President Juan DeLeon introduced himself to the new board members. He congratulated the new board members. He shared some advice about meeting the crews and station tours. He has currently been working on loans with the local and other staffing issues. The local option levy is also another big topic of discussion. Community evolvment idea was bringing a fire apparatus on the first day of school to hand out stickers and share the messaging of schools and pamphlets to give to their parents and the teachers. This would also be also come in a bilingual message. Juan stated that he will be working with McKay due to there being a high rate of people living in our district. President Welter and Director Hart stated they enjoyed the ideas. Director Lara stated that she believes that focusing on Middle schools and High Schools is a great idea to give the message out. She volunteered helping with reaching out to the schools.

Good of the order: None

Public Comment: None

Next Meeting: Regular Board Meeting August 17th, 2023, 6:00 pm at Brooks Fire Station #5 Training Room, 4960 Brooklake Rd. NE and ZOOM.

Regular meeting adjourned at 7:38

Michael Welter

MCFD No.1 Board President

Signature: Michael Welter
Michael Welter (Aug 31, 2023 10:55 PDT)

Email: mike.welter2012@gmail.com

Jeff Hart

MCFD No.1 Board Secretary

Signature: Jeff Hart
Jeff Hart (Aug 31, 2023 11:51 PDT)

Email: jeffhartgo@gmail.com










BOD Minutes 072023 draft

Final Audit Report

2023-08-31

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