

BOARD OF DIRECTORS

Mike Bauer
Sue Curths
Jeff Hart
Jon Stueve
Mike Welter



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

CHIEF OF DISTRICT
Kyle McMann

MARION COUNTY FIRE DISTRICT No.1
BOARD OF DIRECTORS
ZOOM Meeting Minutes
September 15, 2022

Director Welter called the Board meeting to order. Director Hart, Director Bauer, & Director Stueve. Others present were Chief McMann, Deputy Chief Lee, & Anita DeVilliers.

Called to order on ZOOM

Flag Salute: No flag salute due to ZOOM only meeting

Agenda: Approved as presented

Proclamations, Commendations, Special Reports/Awards: None presented

Minutes: Board Meeting Minutes July 21, 2022. Approved as presented.

Public Comment: None

Standing Committee Reports:

1. Secretary/Treasurer’s Report. Director Hart met with auditors for 10-15 minutes on August 22. Chief McMann stated all went well. They were in the office for a day and a half. Chief McMann also said due to vacations and conflagration fires the bank reconciliations are behind a couple of months. He stated they should be caught up next week and send out.
2. Strategic Planning. No report.
3. Community Involvement. Stations 1, 6, & 7 hosted the annual Open House. Marlin with Foremost Media putting together a 30 second video to post on social media along with photos.

Old Business: None

New Business:

1. Financial Accounting Specialist Job Description. Chief McMann stated the only change is to the job title. We changed it back to Financial Analyst hoping to get more interest. Director Bauer made a motion to accept as presented. Director Hart seconded. Motion carried.

RESOURCES

2. Human Resources Analyst Job Description. Chief explained the failed recruitment. Legal Counsel is reviewing the language due to liability and risk. After review, we will bring it back to the Board for approval.
3. FY2023 Non-Represented Wage Resolutions #2022-19. The proposed changes are to the Battalion Chief schedule; changing the 12 hour on-call from on-call time accrual to pay accrual at 50% of Oregon Minimum Wage. When required to respond to alarms during the on-call period, overtime will be paid at the rate of 1.5 times the base rate for actual hours worked. Director Hart made a motion to approved as presented. Director Bauer seconded. Motion carried.
4. 2023-2028 Strategic Plan & Process. It is time for a full review of the strategic plan. Chris Bryan, retired Battalion Chief from Port of Portland, has history working on The Port's Strategic Plan. He brings experience, knowledge, and a fresh perspective. Chief McMann would like Chris to take the internal lead (possibly working with a public relation firm to have community meetings). Then kick off a Steering Committee in November.
5. Civil Service Commission Commissioner Vacancies/Reappointment. Currently there is one vacancy, created when Ken Morin retired, and two expired positions. Bob Jung is currently sitting in one of the expired positions. We will find out if he wants to continue volunteering. If not, we may have 2 vacant positions. We will find out and report to the Board. We need the Board to re-appoint the expired position(s) and we need Board direction to proceed for recruitment. Discussion ensued. Director Bauer supports advertising on social media but would like the Board to interview candidates. President Welter agreed. More discussion ensued.
6. Fire Marshal Cost Recovery Fee Appendix. Three changes; 2) Fire Marshal Cost recovery fee from \$97/hour to \$100/hour, and 3) Formalized mobile radio fee structure to \$0.25 per square foot. Discussion on a full document for FY2024 covering all fees charged by District. Board liked this concept. Director Stueve made a motion to accept as presented. Director Hart seconded. Motion carried.

Chiefs Report: Chief sent out a high-level district update last Sunday. A lot going on. The failed HR and Finance recruitment in August continues to increase workloads to the Admin staff. Last night Chief McMann made a conditional employment offer to Alfredo Mendez for the Captain/Deputy Fire Marshal position pending his back-ground check. We are still waiting to hear on the FEMA grant outcomes for Volunteer Coordinator and SCBAs (two weeks left in Federal fiscal year for awards). Chief and Anita are currently at a Springbrook Conference in Las Vegas. Great one on one training and demos on some Springbrook features we are not currently using. These features would increase our productivity and efficiency. Just need to figure out how to implement this with current admin staffing levels and priorities. And call volumes still crazy busy; on track for close to 10,000 calls. Discussion ensued.

Individual/Organizational Input:

Special Presentations: None

VFFA: None

Local 2557: None

Good of the order:

Public Comment: None

Next Meeting: Regular Board Meeting October 20, 2022, 6:00 pm at Brooks Fire Station #5 Training Room, 4960 Brooklake Rd. NE and ZOOM.

Regular meeting adjourned at 6:40 pm



MCFD No.1 Board President



MCFD No.1 Board Secretary