

BOARD OF DIRECTORS

Kim Batchelor
Sue Curths
Tom Marks
Bernie Otjen
Mike Welter

CHIEF OF DISTRICT

Terry Riley



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

**MARION COUNTY FIRE DISTRICT
BOARD OF DIRECTORS**

Meeting Minutes
November 17, 2016
4910 Brooklake Rd NE
6:00 pm

The board meeting was called to order at 6:05 pm by Director Marks. Also present was Director Otjen, Director Batchelor, and Director Curths (Director Welter arrived at 6:09). Others present were Chief Riley, Anna Kraemer, DC McMann, and BC Bjorklund.

Agenda: The auditor report will move to the top of the agenda when the representative arrives. Agenda approved as presented.

Special Reports/Outside Visitors/Proclamations: Chief Riley shared a letter from the Oregon Dept. of Transportation thanking the District for supporting Victor Hoffer in his role on the Transportation Safety Committee. Chief Riley also shared an Oregonian article written by Victor Hoffer regarding ODOT issues.

Minutes: Board Meeting Minutes of 08/18/2016 and 08/29/2016 were approved as presented.

Public Comment: None

Secretary/Treasurer Report: Director Curths reported that we are 33% through the budget period. There was a line item showing as over budget; however that was an item that was miscoded to the wrong account and has since been corrected.

Old Business:

1. Chief Riley reported on the process of the feasibility study. Parties are participating in a weekly conference call as we move forward. A draft report will go to each agency for review for edits and corrections in December. After the first of the year a joint policy group meeting will be scheduled to present the study to all stakeholders at once in a public meeting. This presentation will be based on the study's findings and recommendations.
2. Chief Riley reported on the recent meeting with the ISO representative. The District may be reclassified to a rating of 4 District-wide whereas the current rating is a 4 in urban areas and an 8b in the rural areas. We expect a final determination in March.
3. Chief McMann reported on the change in ambulance billers. November 30th is our last day for Intermedix billing. December 1st is the start date for Systems Design to take over medical billing. Anita DeVilliers has been managing the changeover process and will be in charge of the ambulance billing coordination moving forward. Charts will be reviewed by Systems Design department managers for the first 90 days to ensure a smooth transition.

New Business:

1. Audit presentation is delayed until auditor arrives.
2. Resolution 2016-06: Adopting the Supplemental Budget was read into record by Director Otjen. Copies were available for the public. *Motion to adopt made by Director Marks, seconded by Director Batchelor. Unanimous.*
3. Strike establishment of EMS banking account from agenda. Not needed.
4. Strike resolution 2016-07 from the agenda. No longer needed.
5. Ordinance 2015-01 amendment regarding MVA billing presented for first reading. Copies available to the public. Second reading and adoption to take place at the December 15th meeting.
6. State of the Budget PowerPoint presented by Chief Riley and Chief McMann. Current budgetary facts were presented and discussed. Chief Riley presented various options for management of operational expenses for the duration of the levy period. Director Welter stated that he appreciated the hard work and attention to detail on the budgeting projections; he is appreciative of fact-based decision making.

Chief Report:

1. Single Role Assessment has been completed to establish a hiring list. All four on the list will likely be called to fill vacancies by the start of next calendar year.
2. Several District promotions have occurred in the last few months. Fire Marshal Paula Smith was promoted to Division Chief, Capt. Bjorklund was promoted to Battalion Chief, Juan DeLeon was promoted to Captain, Scott Seaton to Engineer, Kevyn Smoot to Firefighter. Engineer Bill Dyer is retiring at the end of this month which will result in promoting Mike Anderson to Engineer, a firefighter to the float position, and then promotion of another single role.
3. The Toy Drive is scheduled this Saturday at the Walgreens at State and Lancaster.
4. Food barrels will be dropped off at schools tomorrow. Sorting and delivery will take place on December 17th.

Individual/Organizational Input:

VFFA: None

Local 2557: None

Good of the order: None

Public Comment: None

Next Meeting: December 15, 2016 at 6:00 p.m.; 4910 Brooklake Rd NE, Brooks, OR

Adjourn at 8:00 p.m.

MCFD No.1 Board President

MCFD No.1 Board Secretary