

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
July 26, 2016
4910 Brooklake Rd NE
6:00 pm

The board meeting was called to order at 6:00 pm by Director Otjen directly. Also present was Director Welter, Director Marks, Director Curths and Director Batchelor. Others present were Chief Riley, Anna Kraemer, DC McMann, and Lt. Bjorklund.

Agenda: Approved as presented.

Special Reports/Outside Visitors/Proclamations: None

Minutes: Board Meeting Minutes of 06/16/2016 were approved as presented.

Public Comment: None

Secretary/Treasurer Report: Director Curths stated that the year-end budget was on track very well and she thanked Chief McMann for his hard work. Overtime and supplies came in a bit over budget but she stated that she was pleased overall.

Old Business:

1. Chief Riley reported that the scope of work for the feasibility study with Salem has been agreed to and that the process is underway. Site visits are being scheduled for August 9-11.
2. Chief McMann reported on the RFQ process for Ambulance Billing. The RFQ went out on June 2nd and we received quotes from two companies. Staff will meet with partner agencies to review the quotes and potentially ask for site visits for further evaluation. A decision is anticipated for the August meeting.

New Business:

1. Board Officer Elections:
 - a. President – Director Marks nominated Director Welter. Seconded by Director Curths. Director Batchelor nominated Director Marks. Nomination fails for lack of a second. **Vote to appoint Director Welter to President is unanimous.**
 - b. Vice President – Director Batchelor nominated Director Marks for Vice President. Seconded by Director Otjen. No other nominations were received. **Vote to appoint Director Marks to Vice President is unanimous.**
 - c. Secretary/Treasurer- Director Otjen nominated Director Curths for Secretary/Treasurer. Seconded by Director Batchelor. No other nominations were received. **Vote to appoint Director Curths to Secretary/Treasurer is unanimous.**

Chief Report:

1. The District held a Single Role EMT/Paramedic assessment on July 14th. Eleven candidates were evaluated and 7 were placed on the entrance list which was approved by Civil Service. We anticipate having new hires in place the first week of September.
2. National Night Out is scheduled for August 2nd. Personnel are participating in events at Santana Park, Blossom Drive, and the Clear Lake neighborhood.

Individual/Organizational Input:

VFFA: None

Local 2557: None

Good of the order:

1. Chief McMann stated that the auditors have completed their audit after only 1 ½ days on site. This is a major achievement for staff as the audit has taken fewer and fewer days over the last 4 years, starting at a 5 day process. Having it down to 1 ½ days is a testament to the processes in place and the efforts of staff. The auditors also commented that they were pleased to see that the District is moving away from Quickbooks as our organization is really too large for the program.
2. Director Batchelor asked about the process for adding items to the agenda. Director Otjen clarified that if the issues are under board purview, the question should be posed to the president. If the issue is under District staff purview, the issue should be raised with the Fire Chief.

Public Comment: None

Next Meeting: August 18, 2016 at 6:00 p.m.; 4910 Brooklake Rd NE, Brooks, OR

Adjourn at 6:22 p.m.

MCFD No.1 Board President

MCFD No.1 Board Secretary