

**BOARD OF DIRECTORS**

Mike Bauer  
Sue Curths  
Jeff Hart  
Jon Stueve  
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  
Meeting Minutes  
October 20, 2022**

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

Called to order

Flag Salute:

Board Training: Jeff Griffin, CEO and owner of WHA, gave a presentation in partnership with SDIS, OFDDA, and OFCA on Board Duties & Responsibilities (see attached handout). He also advised participation will receive a 2% reduction on our District Insurance.

Agenda: Approved as presented with the revision of moving Board Training to beginning of the meeting.

Proclamations, Commendations, Special Reports/Awards: None presented

Minutes: Board Meeting Minutes September 15, 2022. Approved as presented with correction to the spelling of the HR title.

Public Comment: None

Standing Committee Reports:

1. **Secretary/Treasurer's Report.** Director Curths presented the report in Director Harts absence. She stated everything looks good, noting that income looked higher than this time last year due to the LGIP interest. She also noted overtime is out of whack due to conflagration reimbursements not yet received. Discussion ensued.
2. **Strategic Planning.** Chief McMann reported that Chris Bryant is diving in. The Steering Committee will meet in November. Projecting to have the Plan done early to mid-2023. Some discussion ensued.
3. **Community Involvement.** Continuing to send representation to the Hayesville neighborhood association, Chief will get back to attending the Keizer City Council meetings, and keeping an eye on the Brooks-Hopmre plans.

**Old Business:** Civil Service Commission Commissioner Vacancies/Reappointment. We posted on social media but have not had any interest. Anita reached out to retiring Stayton Fire Chief Jack Carriger who agreed to apply. Deputy Chief Ron Lee reached out to a retired fire Chief who recently resigned with us and he will also apply. Discussion ensued.

**New Business:**

1. Station #2 Remodel RFP Award Resolution #2022-21. 2G Construction out of Eugene & Dalke Construction out of Salem both submitted bids. Chief explained the bid process. 2G Construction was the low bid. Chief recommended the bid be awarded to 2G Construction. Some discussion ensued. Director Curths made a motion to approved as presented. Director Stueve seconded. Motion carried.
2. Self-Contained Breathing Apparatus (SCBA) RFP Award Resolution #2022-20. Chief McMann explained the need and bid process. We are still in the running for a FEMA Grant so if received, these funds would go back into LGIP account. Chief is asking approval to award the contract to L.N. Curtis. Discussion ensued. Director Curths made a motion to approved as presented. Director Bauer seconded. Motion carried.
3. Auto-Load Gurney Procurement. This is a cooperative purchase process. Chief explained. Looking for a motion for approval to award Stryker Medical contract to purchase 6 power load gurneys. Director Bauer made a motion to approved as presented. Director Stueve seconded. Motion carried.
4. Human Resources Analyst Job Description. After the failed recruitment in August, we began working with legal counsel on the job description. After legal review, we added labor relations, PECBA and collective bargaining law as qualifications and essential knowledge. Legal suggested but was not sold on, changing the title to Labor Relations Specialist; however, we did not. Some discussion ensued. Director Stueve made a motion to approved as presented. Director Bauer seconded. Motion carried.

**Chiefs Report:**

1. Hiring Status.
  - a. Financial Analyst position closes 10/28/22. We currently have 3 applications (1 from last round). Two of the applications have MBA's and all applicants are local.
  - b. DFM position. Alfredo has withdrawn. All very valid reasons. Essentially his current employer offered him a promotion, more money, incentives, and a vehicle to drive home. We can't complete. Discussion ensued.
  - c. Firefighter (FF)/Paramedic & Single Role Paramedic (SRP). We are sending 3 FF and 1 SRP to background with the target date of December 1 for on-boarding.
2. Audit. The final audit came back earlier this week. Chief will send the documents out and get the Auditors on the Agenda for the November Board meeting for a presentation.
3. Holiday Events. The volunteers are talking about holiday events. Hopefully they will do the toy drive, lights parade, candy cane run, and food boxes. It takes a lot of effort and people to pull these activities off. Some discussion ensued.
4. Grant Status. The Federal Government has given \$300,000,000 in FEMA, AFG, & SAFER Grants. So far, we have not been denied. OSFM has opened a mini SAFER Grant

offering 2 FFs or 2 Fire Prevention Officers. We are applying for 2 Fire Prevention Officers.

5. Rick Lafsky. A Fire Chief out of Texas has a great presentation on Pride and Ownership. We have secured him for a couple of days in January. Day 1 will be Pride & Ownership. Day 2 will be a half day of, "Don't Sweat the Small Stuff", and the other half day will be, "Command & Control". He is a great national speaker and highly sought after. This will be a joint class with Keizer Fire District. The Board is welcome to attend any or all of it. Discussion ensued.

Individual/Organizational Input:

**Special Presentations:** None

**VFFA:** Chief is hopeful someone from the Volunteer E-Board will be our November Board meeting.

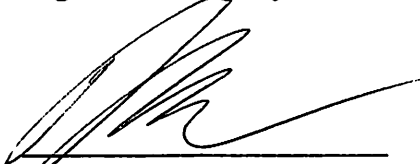
**Local 2557:** None

Good of the order:

Public Comment: None

Next Meeting: Regular Board Meeting November 17, 2022, 6:00 pm at Brooks Fire Station #5 Training Room, 4960 Brooklake Rd. NE and ZOOM.

Regular meeting adjourned at 7:34 pm



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MCFD No.1 Board President



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MCFD No.1 Board Secretary