

CENTRAL CASCADES FIRE & EMS REGULAR BOARD MEETING MINUTES JULY 16, 2009 @ 5:00 PM

I. Opening of Meeting: Steve Stewart (to order 5:02pm)

-Roll Call: Members present were: Steve Stewart, Diane Davidson, Bill Gibbs and Richard Carlson. Member absent was Brad Kahler. Fire Chief, Tim Cramblit was in attendance.

-Nomination of slate of officers: Bill Gibbs, at the request of the president, proposed the following nominations: Steve Stewart, President, Dick Carlson, Secretary/Treasurer, Brad Kahler, Vice President. All members had been queried and all individuals agreed to accept their nominations in advance of the meeting. **Bill Gibbs recommended that the nominations be closed and vote taken for the slate of officers. Motion made by Steve Stewart and seconded by Dick Carlson. Vote was unanimous and motion passed.**

-Agenda Review: No suggested changes at this time.

-Presidents Correspondence:

=County correspondence on Board vacancy and required notifications on filled position.

=Public notices were posted on Nick Goevelinger's service to the Board and Bill Gibbs filling the vacancy with a change in work responsibilities.

=Discussion was held on the annual recommendation for regular board meeting dates. If member's attendance can be assured by making a date change prior to the annual published dates the Board can adjust the standard schedule. **Dick Carlson motioned to accept the schedule as presented. Seconded by Steve Stewart. Vote was unanimous.**

=Luna Thank you letter was sent during the month to express appreciation to the family for their additional gifts to the District.

=Discussion was held on the possible town hall meeting originally scheduled for August 4 at the Community Room. It was confirmed that the date had been cancelled and the County will be notifying us of the new schedule when available.

=District invited to Rocky Point's annual fundraiser. The late date will impact our ability to participate.

=Donation from Nick and Carol Goevelinger for their appreciation of their past use of the facility for DPNW without cost.

=Seminar for Board training on August 14. Three members confirmed participation and Dick has made arrangements with SDAO for flexibility in our reservation.

=Klamath County Emergency Services Board minutes were briefly introduced and are available for detail review after our meeting.

=Transfer of funds request was reviewed. Monies are required to facilitate payment of pending invoices for the completion of the new brush truck. Dick is holding checks until balances can be verified.

=Election Certificates have been received and are being filed with the personnel records per member's requests.

II. Secretary's Report: Dick Carlson

-June Minutes, with minor corrections, were as presented via email. **Steve Stewart motioned to accept minutes as presented and was seconded by Dick Carlson. Steve Stewart, Dick Carlson and Bill Gibbs voted yes and Diane Davidson abstained. Motion passed.**

-June budget meeting minutes were presented. **Steve Stewart motioned to accept the minutes as presented and was seconded by Dick Carlson. Vote was unanimous. Motion passed.**

-Special Board Meeting Minutes for the July 1, 2009 nomination and election of new member Bill Gibbs were presented. Diane Davidson requested that an omission of the President's request to note the record on Diane's refusal to sign the log book be noted. This change was noted in the minutes by the Secretary. **Steve Stewart motioned to accept minutes as amended and was seconded by Dick Carlson. Vote was unanimous, motion passed.**

-Discussion was held on the log book. Steve asked if Diane had signed the log book. She said no. Steve had checked the book and noted that others were signed in but Diane was not. She asked why this was an issue when at last meeting Dick was not signed in and she was likewise not signed into the log. She would sign later. Steve was unaware of the discrepancy.

III. Treasurers Report: Dick Carlson

-Dick distributed monthly financial report details provided by Nick Goeveling. **Steve Stewart moved to accept the Treasurers Report as presented and was seconded by Dick Carlson. Vote was unanimous. Motion passed.**

-Review was made of CD's on deposit with US Bank. Current balance is \$36,121 and is up for renewal on 13 month CD. We will likely renew the CD but will check competitive rates.

-Klamath County has announced a change in their accounting system to be implemented in August of 2009 and will include new account numbers and formats for monthly reports.

-Checks for the new brush truck will be held by Dick and released when transfers are complete from County Treasurer. Dick will advise Chief when complete.

III. Operations Report: Tim Cramblit

-Tim distributed a written report.

-The checks have been requested for the new brush truck. The third check will be requested after our VFA grant request has been awarded or rejected. This will avoid the possible shifting of funds from one account to another. The truck is progressing and should be ready for delivery soon. Radios, tow hitch, vehicle marking and electrical lighting changes are being completed now.

-Tim explained the grant process for the additions to the truck and if his request is granted we would receive the majority of the additions dollar for dollar. In either case if the grant was awarded the net would be a credit to our budgeted amount.

- Accident Insurance was reviewed and the August remissions will be consistent with budgeted amounts per Bill. Contact information was changed to Tim.
- Had discussion with Oregon Aviation on the long standing discussions on air easements. They still have a desire to remove larger trees in the flight path of the air strip over time. They will advise Tim when determinations are finalized. They will also update records to include our heliport.
- Forest Service reviewed plans in area including evacuation or emergency response plans that include development in Diamond Peaks.
- Discussed our recent hydrant addition with ODOT. They have no issues with its addition. In addition, discussed the hydrant with Les Wilson, Planning Director of Klamath County, who likewise had no issue with the hydrant and was willing to support us in any way that he could.
- Property line was marked on North side where the RV park has been sold to a new owner (HOODOO Mgmt).
- Attended a Town Hall Meeting recently in Chemult. County Commissioners seemed very supportive of what is happening here.
- Reviewed requirements for Board Member training on Incident Command classes. We have 6 months to become current. Bill will coordinate time with Tim to complete. Steve has completed one of the two courses and Diane needs to complete as well.
- Tim has completed several additional training courses as recommended for Emergency Management.
- Continuing work on all the published operations manuals as time allows.
- Tim has not received the written documentation for public record requests from Diane. Diane was asked if she has completed these forms from the request of 3 months ago. She has not. Tim was prepared to provide the form if she would like to complete it after the meeting. She said no, she had it.
- Driver training is pending for August 14 with all volunteers.
- ISO did a facility inspection today. Tim is following on the ISO inquiry for changing our rating for the District.
- Sally reported on the facility usage. Last month we had 8 scheduled meetings and 308 participants. This included more than 40 people who were here for CPR. These were from the Forest Service, Boy Scout Camp and the snow mobile clubs. Training budgets are adequate and do cover District participants.
- Sally distributed the EMS report. Things have been slow during the period.
- Holly reported on COLVRT. Next meeting is on October 9 and Deenie Jansen will be coming home the end of July and she expects to be here for the rest of the year. Camp Hosts are going to meet with her to schedule can collection for fund raising. Pancake breakfast is on Labor Day, monday at 8am until 11am. Food bank is still supported by COLVRT and demands are doubling from 2 years ago. Support plans continue.

IV. Unfinished Business: All

- Action Register was reviewed by Dick. Date changes and discussion was held on several items. Pages were distributed for review. Items will be followed with Nick on auditor review. Security changes will be planned with operations for completion. A great deal of work has been completed on the web site and should complete by the end of august.

Thanks to Brad and all contributors. Suggestion was accepted to have Dick represent the Board with Brad from Operations and Holly on COLVRT to have a loose knit plan for awards recognition for the fall of 09'. This would be presented at the August Board meeting.

-NIMS records should be provided by Bill if he had them. His past records are thought to be in the personnel files.

-Recent Regional Services meeting was reviewed. Our emphasis continues with volunteer issues surrounding recruitment/participation/retention. We have been productive on completing our data grid for all Districts and sharing operational information where increased efficiencies and opportunities for improvements are possible. Participation continues to be strong. Discussion followed on cooperation and learning about how things are done in all districts. This is benefiting all districts more than we have experienced in the past.

-Bill swears that he has read all the material provided for Board members. Added material will be provided to compliment his collection. Thanks Bill for the commitment and colorful sense of humor.

-Board members attending training on Aug 14 will coordinate their travel arrangements and meeting times via email.

V. New Business: All

-Dick reported that the annual membership to SDAO is due by end of month. Dick will be coordinating inputs for the submission by the end of July.

-Tim requested that the Board request the County Board of Commissioners be notified that the Central Cascades Fire & EMS is represented by the Board President, Steve Stewart or the Fire Chief, Tim Cramblit and not by any other unauthorized person or group. If there are any questions or concerns about our District that they be directed to the President or the Chief. **Motion was made by Dick Carlson to generate the request to the County and was seconded by Steve Stewart. Vote was unanimous. Motion passed.**

VI. Good of the Order: All

-Bill requested on-going help from all members in bringing him up to current status since he has been out of touch for awhile. He is anxious to be an active member of the board. All of our collective years of effort and the community is what is important. Much is left to be done and please interpret his questions as purely in the interest of the community.

-The Waldo Lake law suit was judged in favor of the citizens of Oregon and although written judgment is not available it is good news to be shared with everyone.

-If Bill is on jury duty he may be regretfully delayed or late for next meeting.

VII. Schedule next meeting

-Next meeting is August 20, 2009 and will be held at the Community Services Center @ 5pm.

-Meeting Adjourned at 6:25pm.

Created by: R.R. Carlson

Submitted for approval,

R.R. Carlson, Secretary/Treasurer

August 20, 2009

Secretaries file with following:

- Agenda
- Presidents Correspondence
- Treasurers Report
- Operations Report
- EMS Report
- Action Register