



CENTRAL CASCADES FIRE & EMS

Regular Board Meeting Minutes

April 18, 2024

Cell Phones and/or Pagers – Please turn to **SILENT** or **OFF**

I. Opening of Meeting

President, John Gartland

- ✓ Meeting called to Order @ 2:07 pm/Welcome – Recording started
- ✓ Pledge of Allegiance
- ✓ Roll Call – 4 Board Members present
 - John Gartland, President
 - Steve Stewart, Vice President - absent
 - Sue Ward, Secretary
 - Brad Kahler, Treasurer
 - Paula Elissondobby, Director
- Also in attendance:
 - Tim Cramblit, Deputy/Division Chief
 - Andy Fischer, Training Officer
 - Mark Russell, Community Member
 - James Wilson, Crescent Fire Chief
 - Steve Silva, WHA Insurance
- ✓ Agenda Review – add Disposition of 1241 under New Business.
- ✓ President's Items and Correspondence – Curtis, Tools for Heroes catalog
- ✓ Request for Public Comments

II. Secretary's Report

Secretary, Sue Ward

- ✓ March 21, 2024 Regular Board Meeting Minutes – These were emailed out to the Board for review in advance. Meeting schedule for next fiscal year was also provided. **Motion made by Paula to accept Secretary's Report as presented; Second by Brad; no further Discussion; Vote unanimous; Motion carried.**

III. Treasurer's Reports

Treasurer, Brad Kahler

- ✓ Reviewed Current Reports from last meeting to date: Reconciliation Report, which includes the Summary and Detail through 04/03/2024; Account List thru 04/17/2024; US Bank Journal for 03/29/2024; Profit & Loss thru 04/13/2024. These are new reports from QuickBooks online. #2 of 3 reimbursements of \$7,542.09 paid to Lindsay Lowen for training, and is now responsible for our Medical protocols. Dr. Eschelbach may be replaced as our Medical Director due to not being accessible, & we will ask Crescent Fire's physician about potential service. Discussion about training expenses over last month. 1 item to be moved to correct category. May add sub categories to Training to describe Lodging, Food, etc. Brad will see about adding monthly P&L column in the future. Discussion of the new online version, how to read it, & how much description can be added. Questions resolved regarding Board of Directors costs. Pump on 1261 increased Vehicle Repair Maintenance expenditure. **Motion made by Sue to accept Treasurer's Report as presented; Second by Paula; no further Discussion; Vote unanimous; Motion carried. Sue signed Reconciliation Report.**

Operations Reports

Andy Fischer, Tim Cramblit, Brad Kahler

- ✓ Various Items/Activities

- Andy: reviewed & discussed attached report.
- Tim: Verbal updates on grants and reimbursements since March meeting. Some highlights are: SAFER Grant reimbursed us \$61,000; working with OSFM on Type 3 Engine issues; summer staffing grant awarded; Save Lives Oregon Grant that can be used for NARCAN; 2023 SAFER Grant for approximately \$431,000 for a Fire Chief.
- ✓ Community Region/Events
 - Crescent Lake HOA, Odell Lake HOA, Fire & EMS, USFS Pre-season meeting moved to June 7th.

IV. **Unfinished Business**

All

- ✓ Public Use of District Facilities Policy – Sue will send out for review prior to next meeting.
- ✓ Cameras – mid-summer ETA, tower work needed to switch internet connections, etc.
- ✓ SDAO Self-Assessment –Tim advises there are policy updates that we need to address.
- ✓ Best Practices/Insurance credit – 6% currently; class the entire Board needs to take still unavailable. Someone is to attend an HR/Risk Management training. Discussion about whether a Best Practices Assessment training takes the place of the self-assessment.

V. **New Business**

All

- ✓ WHA Insurance – Reviewed our current insurance, answering questions Board Members had. Reminded us that SAIF is now our Worker’s Compensation provider so he removed the SDIS information. We may need a current “It’s the Law” poster, OSHA 300 should be posted thru April 30th, and there was a discussion on whether SAIF sent anything to post, and that a Form 11 is sometimes posted instead. Steve Silva to follow-up. There was a request by John for him to recommend what he feels our needs are rather than just sell us what we will pay for, specifically Flood insurance.
- ✓ Disposition of 1241 – It’s noted that Steve Stewart has asked us to consider donating or selling it to the Row River Response Group who are currently on the ballot to establish a Fire District. They came to the SDAO Conference and have since received a lot of support and funding. In addition, Crescent Fire has requested an opportunity for it, which would benefit us as well. There may be an opportunity for a 3-way trade, including a light brush vehicle.

VI. **Good of the Order**

- ✓ Andy reminds that Awards Banquet will be May 18th @ 5:30 pm.

VII. **Confirm Next Meeting and Adjournment**

- ✓ The next Regular Board Meeting will be held Thursday, May 16, 2024 @ 5:00 pm in the Central Cascades Fire & EMS District Community Service Center preceded by the Budget Committee Meeting @3:00 pm. Pizza follows. Sue to send invites to members of last year.
- ✓ Meeting adjourned @ 3:55 pm.

John Gartland, President

File: Meeting Agenda
 Secretary’s Report
 Treasurer’s Reports
 Andy Fischer Training Officer’s Board Report – Training/Personnel; Calls
 WHA Insurance Summary