

JACKSON COUNTY FIRE DISTRICT No. 4

Board of Directors Minutes
21200 Hwy 62, Shady Cove Fire Station
June 15, 2016 at 5:37 p.m.

CALL TO ORDER – President Bill Littlefield called the meeting to order at 5:37 p.m.

ROLL CALL – Bill Littlefield, Rick Wythe, and Linda Hughes. Also present: Chief Rod Edwards, Heather Halvorsen taking minutes, Captain Rick Lowe, Support Group President Jim Goodbough, Volunteer Josh McGonagle, Donna Torres, FF Buma

ABSENT: Don Sherwood

OATH OF OFFICE- President Bill Littlefield administered Oath of Office to newly elected Richard Torres.

APPROVAL OF MINUTES- Director Hughes moved to accept the minutes of the meeting on May 18, 2016. Motion was seconded by Director Wythe.

FINANCIAL REVIEW –Noteworthy General Ledger: \$214,000 in the general fund. Capital projects fund remains untouched. Project budget looks good, will not need to borrow money.

Noteworthy Accounts Payable- 32 checks written in the amount of \$47,244.22 for the month of May. Check written to Applegate Fire Department for academy for two new volunteers. \$1,000 check written to Beaver Communications to start the process to retain new hires. May payment made to Jackson County Fire District 3 in the amount of \$9,270. Emergency power generator repaired and Spring Term tuition for three students to attend RCC was paid. Director Wythe moved to approve the ledgers and expenditures and was seconded by Director Hughes.

PUBLIC COMMENT – None.

INFORMATION ITEMS-

- a. **STATISTICAL REPORTS-** 92 responses in the month of May. Chief Edwards gave brief report of incident response information broken down by day, week and incident type. Only 1 of 92 responses had a single responder.
- b. **BOARD MEETING LOCATION-** Discussion to move board meetings permanently to the Edgewater Inn. Proposed time to be 10:00 a.m. Offer to purchase and pay for an AED for the Edgewater Inn and train them on how to use. Train employees how to use fire extinguishers. Motion made to approve the relocation of the Board meetings and new meeting time made by Director Torres and seconded by Director Wythe.

OLD BUSINESS - None.

NEW BUSINESS-

- a. **RESOLUTION 16-02-** Resolution to cover overtime budget and transfer from contingency. Motion made to adopt resolution made by Director Hughes and seconded by Director Torres.
- b. **PUBLIC HEARING ON THE 2016-17 FY BUDGET- ROLL CALL** – Bill Littlefield, Rick Wythe, Richard Torres and Linda Hughes.

Chief Edwards went over adjustments to health insurance, PERS, Medicare and workers comp numbers due to a firefighter opting out. Opt out option cleared through the federal government. Management contract with District 3 runs through the end of December; District 4 will fund the part-time Fire Chief position for the remaining six months

of the fiscal year. Chief Edwards reviewed Summary of Policies with Board. Motion made to adjourn made by Director Hughes and seconded by Director Wythe.

- c. RESOLUTION 16-03: IN THE MATTER OF ADOPTING THE 2016-17 FISCAL YEAR BUDGET- Motion made to adopt resolution 16-03 made by Director Torres and seconded by Director Hughes.
- d. APPROVAL OF COLLECTIVE BARGAINING AGREEMENT WITH ROGUE VALLEY PROFESSIONAL FIREFIGHTERS-IAFF LOCAL 1817 FOR JULY 1, 2016 TO JUNE 30, 2018- Asking to approve and ratify contract between District 4 and the Rogue Valley Professional Firefighters. Chief Edwards reviewed highlighted terms of the agreement in terms of adjustments and clarifications. Motion made to approve and ratify made by Director Hughes and seconded by Director Torres.
- e. FIRE DISTRICT 3 FINANCIAL SERVICES CONTRACT- Contract has built in 3% increase, brought before Board for annual renewal. Motion made to accept contract made by Director Torres and seconded by Director Wythe.
- f. EMERGENCY COMMUNICATIONS SOUTHERN OREGON (ECSO) TELECOMMUNICAITONS CONTRACT- Contract costs \$43,093.68 for this upcoming fiscal year. Contract is standard and good relationship maintained. No discussion needed. Director Wythe proposed a motion to approve the contract, motion was seconded by Director Hughes.
- g. SPECIAL DISTRICTS INSURANCE SERVICES WORKER'S COMPENSATION PREMIUM- Workers comp went up with new employees, \$26,131.98 with an approximate savings of \$1,100 by making the payment early. This covers the Board, Firefighters and Captains for the 2016/17 year. Motion made to approve made by Director Torres and seconded by Director Wythe.

TOPICS FOLLOWING PREPARATION OF AGENDA – None.

GOOD OF THE ORDER –Director Hughes commended the Support Group on doing an excellent job. Chief Edwards shared about the smoke alarm installations in the Shady Acres mobile home park and the Flycaster's RV Park; lots of support from the Support Group. Chief Edwards thanked the Support Group for all of their work.

Shady Cove library did not have any smoke alarms, Captain Lowe recognized this and installed them. Thank you card received from the library for his kindness.

AGENDA ITEMS FOR FUTURE MEETINGS – None.

INDIVIDUAL BOARD MEMBER COMMENTS – Director Torres thanked everyone for having him and everyone welcomed him.

ADJOURNMENT – President Littlefield called for a motion for adjournment. Motion was made by Director Wythe and was seconded by Director Hughes. Meeting Adjourned at 6:30 p.m.

Submitted by,

Approved by,



Heather Halvorsen, Scribe



Board of Directors