



JACKSON COUNTY FIRE DISTRICT 4

21200 HWY 62 • SHADY COVE, OR • 97539 • (541) 878-2666

Board of Directors Meeting- Minutes

Held at Jackson County Fire District #4

21200 OR-62, Shady Cove 97539

Minutes for February 12th, 2025 @ 1:00 PM

1. Meeting called to order at 1:00 PM by President Krutsch.
2. **Roll Call-** President Krutsch- present, Director Hughes- present, Director Higgs- present, Director Schumacher- present, Director Winfrey, present, Chief Crume- present.
3. **VISION AND MISSION-** Director Hughes
 - **Vision:** to reduce and/or eliminate risk from fire, rescue, and medical events in the Upper Rogue Communities we serve.
 - **Mission:** To protect life and property through all hazard emergency response services, public education and prevention activities.
4. **Minutes-** January 8th, 2025, regular board meeting minutes were reviewed. Katleen with Prospect Fire Department noticed an error in the last sentence of section 7.b, informative items: amend the record to indicate the CWRR program is now available in Trail and Shady Cove. Director Higgs proposed a motion to approve the minutes of the Regular Board of Directors Meeting of January 2025 as modified. Director Schumacher seconded the motion. President Krutsch, Director Hughes, Director Higgs, Director Schumacher, and Director Winfrey voted in favor of the motion- the vote was passed unanimously.
5. **Financial Review-** The Revenue, Expenditure, Accounts Payable, and Credit Card Ending balance reports for January 2025 were reviewed.

Director Schumacher proposed a motion to approve the reports as presented. Director Winfrey seconded the motion. President Krutsch, Director Hughes, Director Higgs, Director Schumacher, and Director Winfrey voted in favor of the motion- the vote was passed unanimously.
6. **Public comment-**
 - a. No public comments
7. **Informative Items-**
 - a. Chief Crume reviewed the monthly status report. The board would like to see the average response times added to the report moving forward. E31



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has a blown head gasket and is Out of service; Evans Valley Fire District is loaning us an engine until E30 is repaired and back in service.

- b. CWRR Update- Kathleen with Prospect Fire District briefly reviewed the current standings. We are halfway through the 3-year program, and the budget is on track.

8. Old Business –

- a. Policies and procedures: The union has presented a MOU to the Chief for review regarding their demand to bargain. The Chief will work toward a resolution that is in the best interest of the district and staff.
- b. Tax Levy Update: Form 805 explains the intent to file, and Form 803 is the actual ballot form. Jackson County has approved both. The idea was proposed to add the statistics demonstrating the 25.2% rise in costs on the fact sheet.
- c. Credit Card update- The process has been approved and completed.
- d. Board Member Biography's: still in process.

9. New Business-

- a. Appoint a Budget Officer: Director Winfrey proposed a motion to approve Chief Crume as the Budget Officer for the 2025-2026 fiscal year. Director Higgs seconded the motion. President Krutsch, Director Hughes, Director Higgs, Director Schumacher, and Director Winfrey voted in favor of the motion- the vote was passed unanimously.
- b. Approve the Budget Calendar: Director Schumacher proposed a motion to approve the Budget Calendar as presented, and Director Hughes seconded the motion. President Krutsch, Director Hughes, Director Higgs, Director Schumacher, and Director Winfrey voted in favor of the motion- the vote was passed unanimously.
- c. Third Party Financial Oversight- a consultant was hired at the recommendation of our CPA, Richard Brewster.
- d. Notice to Negotiate Contract: More information will be provided at the next board meeting.
- e. Apparatus Bay Org Chart and Member photos project: assigned to Eli.
- f. E30 Update: reviewed three different bids.



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- g. Alliance Update: They are pursuing a regional study for the Rogue Valley. The total cost of the study will be 140-150K, and the cost for us to participate in the study will be \$10,000. No final decisions have been made thus far. Medford, Jacksonville, and Butte Falls Fire Departments have indicated that they will not participate in the study. Director Schumacher added that she had a positive and welcoming experience at the meeting. In order to proceed, there will be a two-part process: one is to have everything reviewed by a third party, and two will be the phase of implementation.

10. Topics Following the Preparation of the Agenda- President Krutsch

- a. The next meeting will be held on March 12th, 2025, at the regular place and time. The Chief will provide an update on budget committee terms at the next meeting.

11. Good of the Order-

- a. Director Schumacher attended the OSFM's presentation on home hardening and preparation. She stated the presentation was well-attended and very informative.

12. Individual Board Comments-

13. **Adjournment-** President Krutsch adjourned the meeting at 11:51 AM

Minutes Submitted by: **Briauna Castle**

Minutes Approved by:
