

MINUTES  
Mid- Columbia Fire and Rescue  
Board of Directors Meeting  
In Person / Virtually Held  
1400 W 8<sup>th</sup> Street, The Dalles, OR 97058  
June 20, 2022

**1. CALL MEETING TO ORDER**

Board President David Jacobs called the June 20, 2022, meeting of the Mid-Columbia Fire and Rescue to order at 5:30pm.

**2. PLEDGE OF ALLEGIANCE**

President Jacobs led the Pledge of Allegiance.

**3. ROLL CALL**

Directors Present: David Jacobs, Diana Bailey, Dave Peters, Corey Case. Dick Shaffield was out of town.

Staff Present: Chief Bob Palmer, Assistant Chief David Jensen, Division Chief Jay Wood, Division Chief Fred Coleman, and Office Manager Stephanie Ziegler.

Others Present: Legal Counsel Andrew Myers.

**4. AGENDA CHANGES**

Chief Palmer stated there were no agenda changes, however he did advise the board that Angie Wilson was scheduled to provide an update on Caselle, however, she is still working things out with Caselle is therefore not able to give the report tonight. She plans on giving a report at the July 18, 2022, meeting. Chief Palmer also handed out some additional sheets relative to the budget pointing out updates and changes.

**5. MINUTES**

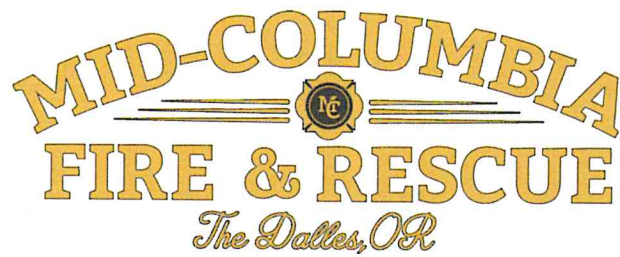
The minutes of the May 16, 2022, regular meeting stand approved as edited.

**6. PUBLIC COMMENT**

None.

**7. FINANCIAL REPORTS**

- a. Caselle Update – Postponed until the July 18, 2022, board meeting.
- b. Financial Report - Chief Palmer advised that once Caselle is completely on board, the new reports should be better than what we are currently receiving through QuickBooks. Chief Palmer stated that the only page in the report that may not be



available would be the summary page. Chief Jensen stated that the reports would be real time not a week out like they are in QuickBooks.

- c. Ambulance Service Financial Report – Director Bailey asked how we track the CCO payments. Chief Palmer stated that OHA will be sending out a report detailing the payments. Chief Palmer stated he would contact Michelle with OHA to find out when the report will be coming. Brief discussion concerning the CCO payments and the GEMT.

#### **8. OPEN PUBLIC HEARING**

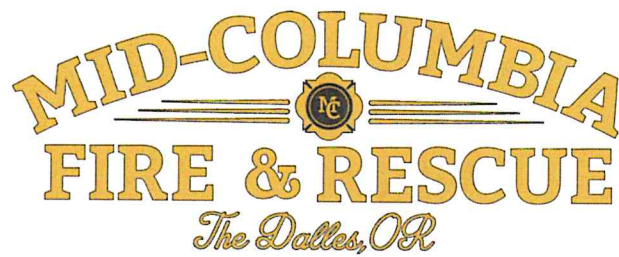
- a. Open Public Hearing – President Jacobs opened the public hearing at 5:51pm.
- b. Board of Directors to consider public testimony on the approved budget. President Jacobs asked if there was any public testimony on the FY 2022-23 budget. There was no public testimony or anyone on the phone line.
- c. Board of Directors to consider and incorporate any proposed budget adjustments. Chief Palmer gave a summary on the budget committee meeting and then went on to explain the different line items and the proposed adjustments. There was a brief discussion that followed. Chief Palmer stated that the Staff is recommending that the Board approve and adopt Option B.
- d. Adjournment to regular meeting – President Jacobs adjourned the Public Hearing at 6:01pm.

#### **9. COMMITTEE REPORTS**

- a. Urban Renewal Report – Director Bailey stated that the Urban Renewal committee passed their budget, stated that the meeting was lengthy but had nothing more to report.
- b. Enterprise Zone Report – President Jacobs stated that there was nothing new to report. Chief Palmer made a comment that he spoke to Kate Franco with Google regarding the Emergency Response Plan, he was told they are waiting on the land sale.

#### **10. FIRE CHIEF'S REPORT**

- a. Fire Chief's Update – Chief Palmer read through his report, which was included in the board packet, he gave a brief summary on each of the items he included in his report. President Jacobs questioned why the district is doing a mutual aid agreement with Clackamas. Chief Palmer gave a brief explanation of the justification for establishing this mutual aid relationship. Discussion followed on mutual aid.
- b. Monthly Report – AC Jensen – Included in board packet.
- c. Monthly Report – DC Wood – Included in board packet.
- d. Monthly Report – DC Coleman – Included in board packet.
- e. Other items as needed – Chief Palmer did state that we hired a single role EMT who started today, his name is Oscar Anaya.



1. Board member e-mail address transition. Chief Palmer stated that the board the District now has the capacity to change Board e-mail addresses so they could access District emails through Outlook now. President Jacobs asked if all the emails from the past can also be moved. This will need to be researched. Legal Counsel Myers stated that emails should be kept for 2 years. Office Manager Ziegler will investigate and confirm the rule on how long emails are to be kept. Chief Wood stated that the process for setting up the emails is still a couple of months out. The board would like to see a demo first before the switch. Discussion followed on the pros and cons of the new email system.

#### **11. CORRESPONDENCE**

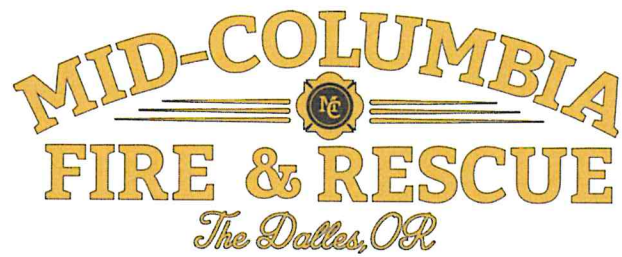
- a. Wasco County Burn Ban Proclamation – Chief Palmer stated he received a Proclamation from Wasco County, which he included in the board packet stating that the County made the determination based on determination of the local fire agencies to ban all burning in Wasco County effective June 15, 2022.
- b. Wasco County Fireworks Ban Proclamation – Chief Palmer stated that he had received a Proclamation from Wasco County, which he included in the board packet stating that the County made the determination to ban all personal fireworks. He added that the City of The Dalles followed and banned all personal fireworks in the city limits. There was no input from MCFR on either ban. He stated that MCFR does patrol but will not enforce, and it would be the city's and county's responsibility to enforce the bans.

#### **12. OLD BUSINESS**

There was no Old Business.

#### **13. NEW BUSINESS**

- a. Resolution No. 2022-04 " A Resolution Adopting the Budget, Making Appropriations, and Imposing and Categorizing Taxes". Director Case made a motion to adopt Resolution No. 2022-04 (Option B) " A resolution adopting the budget, making appropriations, imposing taxes, and categorizing taxes for the FY 2022-23" based upon recommended budget adjustments, in compliance with local budget law. Director Peters seconded. All in favor: 4 Ayes, 0 Nays, motion carried.
- b. Resolution No. 2022-05 "A Resolution Authorizing the Transfer of Funds from Operational Contingency to Selected General Fund Administration Expenditure Lines". Director Peters made a motion to adopt Resolution No. 2022-05, "A Resolution authorizing the transfer of funds from Operational Contingency to Certain General Fund Administration Expenditure Lines. Director Bailey seconded. All in favor: 4 Ayes, 0 Nays. Motion carried.
- c. Information Sheet – Surplus Items. The Fire District desires to declare certain items noted on Exhibit "A" as surplus property. Director Bailey made a motion to declare



items noted on Exhibit "A" as surplus. Director Peters seconded. All in favor: 4 Ayes, 0 Nays. Motion carried.

#### 14. GOOD OF THE ORDER

President Jacobs informed the board of Walter Denstedt's retirement party, he stated that the party will be held on two different days, August 20<sup>th</sup>, and August 21<sup>st</sup> so that all employees will be able to attend if they wish. Director Case asked about the water rescue incident. Chief Palmer explained what had happened and that the incident had a favorable outcome.

#### 15. ADJOURNMENT

President Jacobs adjourned the meeting at 6:32pm.



Board President

Board Secretary/Treasurer