



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  
April 18, 2022

**1. CALL MEETING TO ORDER**

Board President David Jacobs called the April 18, 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, Corey Case, and Dave Peters. Dick Schaffeld was absent.

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 and Wasco County Administrator Tyler Stone.

**4. AGENDA CHANGES**

There were no agenda changes, however Chief Palmer did state that he handed out an updated Ambulance Collection Statistic report.

**5. MINUTES**

The minutes of the March 21, 2022, regular meeting was approved with correction to the date that was written incorrectly.

**6. PUBLIC COMMENT**

None.

**7. FINANCIAL REPORTS**

- a. Financial Report – Director Bailey asked if the board would receive the February Financials. Chief Palmer stated that he had emailed the February financials out to everyone. Director Case asked about transfers between the General fund and other funds, he wanted to know when they take place. Chief Palmer stated they would take place in May. Chief Palmer also stated the transfers have typically been done by Resolution, however, according to the City Financial Director Angie Wilson, because the transfers are approved through the budget process, a resolution is not



necessary. Chief Palmer stated that he would notify the board when the transfers are completed.

- b. Ambulance Service Financial Report - Chief Palmer handed out an updated Ambulance report, which showed more revenue coming in. Director Bailey asked about CCO collections and if they would be coming into the payment piece or will it be separated out. Chief Palmer stated that he had inquired about separating out the CCO funds with Systems Design who stated because it is a fairly new program it is complicated. They are not sure how it will be tracked as yet and will be looking for a pattern in payments made.

#### **8. COMMITTEE REPORTS**

- a. Urban Renewal Report – Director Bailey stated there was no business meeting last Tuesday. She stated that the Budget Committee met and past the 2022/2023 budget to then be moved on to the Urban Renewal board at the next meeting.
- b. Enterprise Zone Report – President Jacobs deferred the report until the actual agenda item under New Business.

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

- a. Incident Reports/911 Statistics – Chief Palmer stated for March 2022 there were 279 total calls. He broke the runs down by categorizes – 7 fires, 218 EMS calls, 23 Service calls, 28 Cancelled/Good Intent calls, and 3 False Alarm calls. He stated for March of 2021 we had 255 total calls. He broke down those calls by categorizes also. There were 4 Fires, 1 Overpressure/Rupture, 206 EMS calls, 2 Hazardous Conditions, 24 Service calls, 12 Cancelled/Good Intent calls, and 6 False Alarms. Chief Palmer also added a column to show that there was a 9% increase in calls, with a year to date of 893 calls versus last year at the same time having 778 total calls, which is a 13% difference. He asked the board if having the percentages helps. Director Bailey stated she was happy to see the percentages.
- b. Fire Chiefs Update – Chief Palmer reviewed his report that was included in the board packet. He went into more detail on the ASA application process, stating that there was a discrepancy between the updated ASA plan and the ASA ordinance, stating that all ASA applicants will have to reapply. Director Bailey asked Wasco County Administrator Tyler Stone regarding the ASA process. He stated that Wasco County will extend the ASA contracts until the end of 2022 and a new application will be developed. Chief Palmer also stated that he and Assistant Chief Jensen had been working hard on the budget, stated that there will be a Budget meeting on May 17, 2022.
- c. Monthly Report – AC Jensen – Included in board packet.
- d. Monthly Report – DC Wood – Included in board packet.
- e. Monthly Report – DC Coleman – Included in board packet.



## **10. CORRESPONDENCE**

There was no correspondence, however Chief Palmer recognized Office Manager Stephanie Ziegler for receiving her first Gold Star Reporting card from PERS. He congratulated her on a job well done.

## **11. OLD BUSINESS**

No Old Business.

## **12. NEW BUSINESS**

- a. Information Sheet – Adoption of MCFR Strategic Plan. Chief Palmer briefly spoke about the Strategic Plan, stating that the district is already using the plan. Director Bailey and Director Case complimented Chief Palmer, and Staff on all the work they put into the Strategic Plan. Director Peters asked about the Goals, he wanted to know if they would be updated annually. Chief Palmer stated that yes some of the goals would simply roll over, some would be updated quarterly, and some would show up through the budget process. Hearing no more questions, President Jacobs stated he would entertain a motion. Director Bailey made a motion to officially adopt the MCFR 2022/2027 Strategic plan. Director Peters seconded. All in favor: 4 Ayes, 0 Nays. Motion carried.
- b. Information Sheet – Selection of Patch Design Concept - Chief Palmer asked the Directors to make their selection from the 4 patch designs that were included in the board packet. The patch should be selected by next board meeting.
- c. Information Sheet – Consideration of CSF Fund Distribution. President Jacobs stated that MCFR will make the decision to settle on 12.1% instead of the 18.4%. He stated there had been a great deal of discussion regarding the CSF funds. He then opened the floor for public comment. There was no public comment made. Director Bailey took the floor wanting to first thank the negotiation team for a job well done and then read a brief statement she had written. There was a brief discussion that followed. At the end of the discussion, President Jacobs stated that the board could approve the proposal or not approve the proposal and decide at a later date. Director Bailey, Director Peters, and Director Case were ready to make a decision now. President Jacobs stated he would entertain a motion. Director Bailey made a motion to adopt Resolution #2022-03, “A resolution adopting an Intergovernmental Agreement between parties for payment of annual Community Service Fees associated with Projects 1 and 2 of the Strategic Investment Program agreement between the Company, The City of The Dalles and Wasco County”. Director Peters seconded. President Jacobs asked if there was any further discussion. Hearing none, President Jacobs stated “it was moved and seconded to adopt Resolution No 2022-03 adopting an Intergovernmental Agreement for payment of the annual community service fees associated with Projects 1 and 2 of the Strategic Investment Program established between the Company, City of The Dalles and Wasco County”. All in favor. 4 Ayes, 0 Nays. Motion carried.



**13. GOOD OF THE ORDER**

There was none.

**14. ADJOURNMENT**

President Jacobs adjourned the meeting at 1835 hours.

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Board President

Board Secretary/Treasurer