

MINUTES

Mid-Columbia Fire and Rescue
Board of Directors Meeting
Training Room, Station 1
1400 West 8th Street, The Dalles, Oregon
August 14, 2017

1. ROLL CALL / AGENDA CHANGES

Board Vice President David Jacobs called the August 14, 2017 meeting of Mid-Columbia Fire and Rescue to order at 5:30 pm.

Directors present: David Jacobs, Robin Miles, Dick Schaffeld and Kathy Schwartz.

Staff: Bob Palmer, Fire Chief; Jay Wood, Division Chief; Dan Hammel, Division Chief; Dana Woods, Office Manager.

Others: Tom Peachey, Legal Counsel; Joel Brown, Lieutenant; Eric Blumenthal, Lieutenant.

2. MINUTES

Minutes from the July 17, 2017 Regular Board Meeting were accepted as presented.

3. PUBLIC COMMENT

None

4. FINANCIAL REPORTS

Cash Accounts Summary: Included in board packet.

Ambulance Service Financial Report: Included in board packet.

5. COMMITTEE REPORTS

Urban Renewal Committee to meet on Tuesday August 15, 2017.

6. FIRE CHIEF'S REPORT

Incident Report: There were 289 calls for service in the month of July. 236 were EMS related.

911 Usage: Usage was 11% for the month of July, a slight increase from the previous month.

Training Division Report: Included in board packet. Director Miles asked for clarification regarding Transfers / ASA.

Prevention Division Activities: Included in board packet.

Other:

1. Training Tower Project: Foundation is scheduled for completion on August 18. Once foundation is cured, construction of the tower will commence.
2. Tender Grant: There is a good possibility that the fire district will be awarded an AFG Tender Grant. If received, a supplemental budget will be necessary to appropriate funds for this project.
3. Organizational Audit: SDAO is in the process of completing this audit. Their findings will be used during the Priority Planning process. Funds are appropriated in the current fiscal year budget for this project.
4. ISO Appraisal Process: Staff met with ISO to complete the evaluation process for the Fire District. The District is currently working on compiling additional information for ISO. Once that is complete, ISO will have 45 days to provide their report and subsequent classification to the Fire District.
5. Financial Audit: Friend and Reagan has started the Fiscal Year 2016-2017 Financial Audit.
6. Solar Eclipse Planning: MCFR will be operating with a heightened sense of awareness, and will staff accordingly based on necessity as incidents arise.
7. Light Duty Policy: The Fire District and Union have been working on a light duty policy and have recently agreed to move forward with putting this policy into place.

7. CORRESPONDENCE

Thank you card received from the Wasco, OR. Mayor in regards to mutual aid provided by MCFR during a structure fire.

8. OLD BUSINESS

None

9. NEW BUSINESS

- a. Resolution No. 2017-13: Amendment to MCFR 457(b) Deferred Compensation Plan: Effective July 1, 2018, the district has agreed to match employees' monthly Deferred Compensation contributions up to a maximum of \$35 per month per employee. In order to do this, the current Deferred Compensation Plan needs to be amended to accommodate the employer matching contribution.

MOTION: Director Schaffeld moved to adopt Resolution No. 2017-13, "A Resolution Amending the Mid-Columbia Fire and Rescue Qualified 457 Deferred Compensation Plan through NWR Plans Inc. to Incorporate a Provision for Matching Contributions into the Plan". Director Schwartz seconded. The motion passed with Miles, Schaffeld, Jacobs and Schwartz voting yes.

- b. Resolution No. 2017-14: Amendment to MCFR Qualified Retirement Plan: Upon retirement of Firefighter Rob Graves, the final participant in the Fire District's 401k plan, it is anticipated that the plan would be terminated. Because FF Graves is retiring under the early retirement clause, if this plan is terminated, it would result in financial penalties on him. An amendment to the current plan that would allow an in-service rollover to a 457b Deferred Comp. plan would eliminate these financial penalties.

MOTION: Director Schaffeld moved to adopt Resolution No. 2017-14, "A Resolution Amending the Mid-Columbia Fire and Rescue Qualified Retirement Plan". Director Miles seconded. The motion passed with Miles, Schaffeld, Jacobs and Schwartz voting yes.


- c. Financial Audit: Annual audit for Fiscal Year ended June 30, 2017 has begun. Letter of engagement to the Board of Directors from Friend & Reagan, P.C. has been provided to the Board.
- d. MCFR Home Safety Webpage Presentation by Lieutenant Joel Brown.

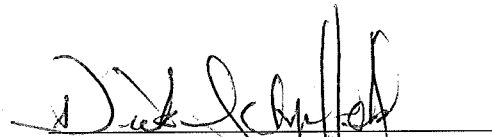
10. GOOD OF THE ORDER

None

11. ADJOURNMENT

There being no further business, the meeting was adjourned by motion at 7:23 p.m.


Board President


Secretary / Treasurer