

MINUTES

Mid-Columbia Fire and Rescue
Board of Directors Meeting
Conference Room 1, Station 1
1400 West 8th Street, The Dalles, Oregon
January 21, 2013

1. ROLL CALL / AGENDA CHANGES

Board President Tom Ashmore called the January 21, 2013 meeting of Mid-Columbia Fire and Rescue to order at 5:30 pm.

Directors present: Tom Ashmore, Charles Rosebraugh and Harry Larsen.

Un-Excused : Dick Schaffeld and Robin Miles

Staff: Bob Palmer, Fire Chief; Jay Wood, Division Chief; Dave Lapof, Division Chief; Dana Woods, Office Manager; Dan Hammel, Division Chief arrived at 6:15.

Others: Tom Peachey, Legal Counsel; Lt. Jeremy Gillette and family; Capt. Fred Coleman; Austin Fiske and family; Nikki Wood and family; James Bowers; Whitney Bowers; Paul Lyons; AJ Mounsey and spouse; Paul Lyons; Engineer Eric Blumenthal

Agenda Changes: Old Business Item addition; Update of Vertical Housing Development Zone project

Director Ashmore asked for a moment of silence in observance of Martin Luther King Jr. day.

2. MINUTES

It was brought to attention by Director Rosebraugh that the minutes of the December 17, 2012 meeting needed a correction under Resolution 2012-15. The minutes did not reflect who seconded the motion to Approve Resolution 2012-15, and should have noted that it was Director Rosebraugh who seconded that motion.

Director Rosebraugh moved to approve the minutes of the December 17, 2012 regular meeting with corrections. Director Larsen seconded. The motion passed with all voting yes.

3. PUBLIC COMMENT

None

4. SWEARING IN OF NEW MEMBERS

Swearing in ceremony of new MCF&R Volunteers : Nikki Wood, Austin Fiske, Paul Lyons, James Bowers and AJ Mounsey.

Promotional swearing in of Lieutenant Jeremy Gillette, and swearing in of new employee Division Chief Dave Lapof.

5. FINANCIAL REPORTS

Cash Accounts Summary: Included in board packet.

Ambulance Service Financial Report: Included in board packet.

6. COMMITTEE REPORTS

Director Miles was not present so there was no update on Urban Renewal Committee.

7. FIRE CHIEF'S REPORT

Incident Report: There were 205 calls for service in the month of December. 177 were for EMS. There were a total of 2663 calls for service in 2012, an increase of 256 calls from 2011.

There were 17 inter-facility transfers during the month of December. 2012 inter-facility transfers were down about 11% compared to 2011. Division Chief Wood will be doing some review of the 2012 calls in Emergency Reporting to make sure that calls are classified in the correct category as to type of call.

911 Usage: Usage for the month of December was at 12.84%, a very slight increase from the prior month.

Training Division Report: Included in board packet. Staff met with Cordell Communications for an in-service on updating / making changes to the website. Director Larsen asked if we're ready to do burn permits on-line yet. We are closer, but not quite there yet.

Prevention Division Activities: Included in board packet. Division Chief Hammel was not available for questions as he was working on the investigation of the Myrtle St. fire.

Volunteer R&R Division Activities: Included in board packet.

Other items as needed: PERS update – January will be the first full month of paying into PERS for participating employees.

8. CORRESPONDENCE

Included was a letter from the IAFC which informed of the extension of the Medicare Super Rural Bonus payments for 2013. Division Chief Lapof gave a brief overview of potential ambulance reimbursement changes that are on the horizon. Updates to the Board will follow as changes progress.

9. OLD BUSINESS

Chief Palmer gave an update on the Vertical Housing Development Zone project. This is something that he will be following closely so that the District's input can be given in the required timelines.

10. NEW BUSINESS

Budget Officer: Local budget law requires that the Board of Directors appoint a Budget Officer for the fiscal year 2013-2014 budget process.

MOTION : Director Rosebraugh moved to appoint Chief Palmer as Budget Officer for fiscal year 2013-2014. Director Larsen seconded. The motion passed with Ashmore, Rosebraugh, and Larsen voting yes.

Budget Committee: Two members of the budget committee's terms have expired. Chief Palmer has made contact with Dr. Wallace Wolf and David Jacobs, both of whom are willing to continue on the Budget Committee for another three year term.

MOTION : Director Larsen moved to appoint Dr. Wallace Wolf and David Jacobs to another three year term on the Budget committee. Director Rosebraugh seconded. The Motion passed with Ashmore, Rosebraugh and Larsen voting yes.

Budget Calendar: Local budget law requires that the Board of Directors adopt a Budget Calendar for the fiscal year 2013-2014 budget process. The proposed budget calendar is included in the board packet.

MOTION : Director Rosebraugh moved to adopt the budget calendar for fiscal year 2013-2014 as proposed. Director Larsen seconded. The Motion passed with Ashmore, Rosebraugh and Larsen voting yes.

Resolution 2013-01: In accordance with the adopted 2012-2013 budget, the Chief is authorized to transfer \$32,300 from the General Fund to the Building Reserve Fund.

MOTION : Director Larsen moved to adopt Resolution 2013-01 "Transfer of Funds from the General Fund to the Building Reserve Fund". Director Rosebraugh seconded. The motion passed with Ashmore, Rosebraugh and Larsen voting yes.

11. BOARD OF DIRECTOR REMARKS

Chief Palmer wanted to remind the Board of the Strategic Planning Process on January 23 and 24th. The public forum for external stakeholders will be held the evening of January 22. The Board is welcome to sit in on the public forum to observe only.

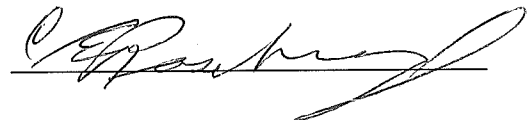
12. ADJOURNMENT

There being no further business the meeting was adjourned by motion at 6:30 pm.

Tom Ashmore
Board President

A handwritten signature in cursive script, appearing to read "Tom Ashmore", written over a horizontal line.

Charles Rosebraugh
Secretary / Treasurer

A handwritten signature in cursive script, appearing to read "Charles Rosebraugh", written over a horizontal line.