

MINUTES

Mid-Columbia Fire and Rescue
Board of Directors Meeting
Conference Room 1, Station 1
1400 West 8th Street, The Dalles, Oregon
November 19, 2012

1. ROLL CALL / AGENDA CHANGES

Board President Tom Ashmore called the November 19, 2012 meeting of Mid-Columbia Fire and Rescue to order at 5:30 pm.

Directors present: Tom Ashmore, Charles Rosebraugh, Harry Larsen, Robin Miles and Dick Schaffeld

Staff: Bob Palmer, Fire Chief; Dan Hammel, Division Chief; Jay Wood, Division Chief; Dana Woods, Office Specialist; Eric Blumenthal, Engineer, and Paul DePriest, Engineer.

Others: Tom Peachey, Legal Counsel and Mike Davidson, Wasco County Emergency Manager.

Agenda Changes: There are no changes to the agenda.

2. MINUTES

Director Larsen moved to approve the minutes of the October 15, 2012 regular meeting as presented. Director Rosebraugh seconded. The motion passed with all voting yes.

3. PUBLIC COMMENT

Audience: None

Everbridge Presentation: Mike Davidson gave a presentation of the County's new Everbridge Emergency Notification System. Everbridge is an Emergency Notification system that can be used as a "reverse 911" system to notify citizens of emergency events in their area. It can also be used by Emergency Responders to notify large groups within their organizations of events / notifications. Citizens can sign up through a link provided on the Wasco County Website or the MCFR Website.

4. FINANCIAL REPORTS

Cash Accounts Summary: Included in board packet. Director Miles inquired as to why the Training line items still have quite a bit of money in them. Division Chief Wood explained that

we still have a significant amount of in-house training that will take up some dollars. Chief Palmer stated that it is not the goal to completely spend down a line item. Any money not spent boosts the District's carryover.

Ambulance Service Financial Report: Included in board packet.

5. COMMITTEE REPORTS

None.

6. FIRE CHIEF'S REPORT

Incident Report: There were 212 calls for service in the month of October. 184 were for EMS.

There were 22 inter-facility transfers during the month of October.

911 Usage: Usage for the month of October was at 13.43%, a slight decrease from the prior month.

Training Division Report: Included in board packet. Director Miles requested clarification regarding the Recruit Academy. She also inquired as to how long it normally takes for a background check. Div. Chief Wood explained it can take anywhere from 3 days to 3 weeks, depending on Jay Waterbury's schedule. They are done at no charge for the Fire District, so Div. Chief Wood doesn't complain if it sometimes takes a while.

Prevention Division Activities: Included in board packet.

Other items as needed:

Web Page Update: Web page is up and running, but is in the very early phases. There are still issues to be worked out in regards to burn permits and FireMed. MCFR will receive training from the web designer as to how to make updates to the web page so that the information can be kept current.

PERS Update: All reporting is up-to-date. District is currently paying into PERS for 4 employees that did not have to serve a waiting period. The waiting period for the others will be over at the end of December so the District will start paying into PERS for them in January.

Employee Handbook Update: Has been distributed to Board Members, Staff, and the Union. Chief Palmer has received comments back from the Union and 2 Board Members. Once all of the revisions are done, Chief will bring back to the Board for adoption. Section 8 of the current Board Policy Manual will also need to be revised.

Division Chief Assessment Process: Assessment complete. The top candidate, David Lapof, has been offered the position. The goal is to have the new Division Chief here by mid-December.

Lieutenant Promotional Process: Testing process completed on November 16 and the list was certified on November 19 and posted. The two candidates will have a Chief's interview and the selection will be made after that is completed.

Office Manager/Admin Clerk Position: Job description has been re-written and reviewed by Ken Jones, the District's labor attorney.

Office Clerk Position: Job description is complete and has been sent to Dana and Chief Officers for review. After internal review, it will be sent to Ken Jones for review. Once approved, the District will advertise the position. This will be a part-time position, scheduled for 20-25 hours a week.

Strategic Planning Process: Strategic planning dates are set for January 22, 23, and 24. January 22 will be an evening session for community input. The 23 and 24 will be for re-visiting the Districts Philosophy, Mission, and Vision for possible revision. Once that is complete, Goals and Performance Measures will be established. ESCI will then take all input from both internal and external stakeholders and compile the actual 5 year Strategic Plan.

Christmas Potluck Dinner: Will be December 15, 2012 at St. Peters Parish Hall. 5:00 Social Hour and Dinner will begin at 6:00.

Audit Work Session: Scheduled for December 10, 2012 at noon.

Chief Palmer also wanted to remind the Board that after the December 17, 2012 Board Meeting will be the Annual Board Appreciation Christmas Dinner afterwards. Dinner will be provided for the Board and Staff. The public is also invited to attend at their own expense. Director Miles suggested that The Baldwin Saloon be considered for dinner.

7. CORRESPONDENCE

None

8. OLD BUSINESS

None

9. NEW BUSINESS

None

10. EXECUTIVE SESSION

Adjourn into Executive Session in accordance with ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations. The regular board meeting adjourned into executive session at 6:44 pm.

The executive session ended and the regular board meeting reconvened at 7:24 pm.

Director Miles made a motion to adopt Amended Article 9.4 of the collective bargaining contract. Director Schaffeld seconded. The motion passed with Ashmore, Rosebraugh, Larsen, Miles and Schaffeld voting yes.

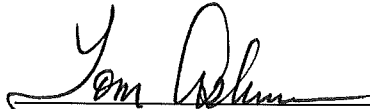
11. BOARD OF DIRECTORS REMARKS

Director Miles is concerned about the increased cost of medical insurance and sees it as an opportunity to increase our FireMed membership. She suggested a possible radio advertisement as well as providing pamphlets to local insurance providers. She also indicated that she would like to help with Project ELFF.

12. ADJOURNMENT

There being no further business the meeting was adjourned by motion at 7:40 pm.

Tom Ashmore
Board President



Charles Rosebraugh
Secretary / Treasurer

