

MINUTES

Mid-Columbia Fire and Rescue
Board of Directors Meeting
Conference Room 1, Station 1
1400 West 8th Street, The Dalles, Oregon
May 20, 2013

1. **ROLL CALL / AGENDA CHANGES**

Board President Tom Ashmore called the May 20, 2013 meeting of Mid-Columbia Fire and Rescue to order at 5:30 pm.

Directors present: Tom Ashmore, Harry Larsen, Dick Schaffeld and Charles Rosebraugh.
Robin Miles arrived at 5:40.

Staff: Bob Palmer, Fire Chief; Dave Lapof, Division Chief; Dan Hammel, Division Chief; Dana Woods, Office Manager

Excused: Jay Wood, Division Chief

Others: Tom Peachey, Legal Counsel; Jeff Martizia, Firefighter; Rob Graves, Engineer

Agenda Changes: None

2. **MINUTES**

Director Larsen moved to approve the minutes of the April 15, 2013 regular meeting. Director Rosebraugh seconded. The motion passed with all voting yes.

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**

Director Miles reported that there are no Urban Renewal updates.

6. **FIRE CHIEF'S REPORT**

Incident Report: There were 191 calls for service in the month of April. 163 were for EMS.

911 Usage: Usage was 10% for the month of April, down from the previous month.

Training Division Report: Included in board packet.

Prevention Division Activities: Included in board packet.

Volunteer R&R Division Activities: Included in board packet. Division Chief Lapof wanted to point out that he has been attending the OFCA 360 Task Force meetings, at which they are trying to develop a "standard practice" pertaining to volunteers such as scheduling and reimbursements. There was also some discussion regarding "reviving" the MCF&R Cadet program.

Other items as needed:

Chief Palmer gave an update on the modification of the Stacker Butte Lease between Communication Consortium and Eddins Estate. Consortium is made up of MCF&R, Oregon Dept. of Forestry, and Columbia Gorge Inter-Tribal Fisheries. Consortium is trying to bring in an additional member (Klickitat County), and the Lease agreement needed to be modified to accommodate the additional member.

The IGA between MCF&R and Wasco County for back-up PSAP will require an additional slight modification. Tom Peachey will make the necessary updates, then it will be sent to Wasco County for review.

Currently, MCF&R has several different 457 Deferred Comp. plans with various companies, which has proven to be a challenge when people retire. Chief Palmer, along with Mark Oliver from Oliver Capital Management, are working with current participants of the various plans to try to transition them all to one plan, under one "umbrella".

7. **CORRESPONDENCE**

None

8. **OLD BUSINESS**

New SCBA breathing air compressor is scheduled for delivery May 22, 2013.

9. **NEW BUSINESS**

The time has come to re-establish a contract for auditing services. Annual audits are required by State Law, and this contract will cover audits beginning with Fiscal Year 2012-2013 for a period of 3 years.

MOTION: Director Rosebraugh moved to authorize Chief Palmer to enter into 3 year contract with accounting firm Friend & Reagan, P.C. for the purpose of providing audit services. Director Larsen seconded the motion. The motion passed with Ashmore, Rosebraugh, Miles, Schaffeld, and Larsen voting yes.

Resolution 2013-09: Fund Transfers: In accordance with the adopted 2012-2013 budget for Mid-Columbia Fire and Rescue, scheduled transfers of appropriations from one fund to another is necessary to meet current and future financial objectives.

MOTION : Director Miles moved to approve Resolution 2013-09, "Transfer of Funds to the General, Reserve and Special Funds". Director Schaffeld seconded the motion. The motion passed with Ashmore, Rosebraugh, Schaffeld, Miles and Larsen voting yes.

Surplus items: The Fire District again has accumulated property awaiting surplus. Property of this nature is taken out of service and placed into storage. Once approved for surplus, the property will be discarded, sold or donated to another governmental organization.

MOTION: Director Larsen moved to declare the items noted on Exhibit "A" as surplus property. Director Rosebraugh seconded. The motion passed with Ashmore, Larsen, Rosebraugh, Schaffeld and Miles voting yes.

10. **EXECUTIVE SESSION**

Adjourn to Executive Session in accordance with ORS 192.660(2) (i) for the purpose of reviewing and evaluating the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

The regular board meeting adjourned into executive session at 6:12 pm.

The executive session ended and the regular board meeting reconvened at 7:34 pm.

11. **BOARD OF DIRECTOR REMARKS**

Chief Palmer presented retiring Board Member Charles Rosebraugh with an award in appreciation of his years of dedicated service.

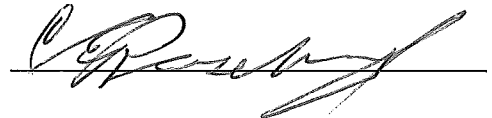
12. **ADJOURNMENT**

There being no further business, the meeting was adjourned by motion at 7:39 pm.

Tom Ashmore
Board President

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

Charles Rosebraugh
Secretary / Treasurer

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