

# MINUTES

Mid-Columbia Fire and Rescue  
Board of Directors Meeting  
Conference Room, Station 1  
1400 West 8<sup>th</sup> Street, The Dalles, Oregon  
May 21, 2012

## 1. **ROLL CALL / AGENDA CHANGES**

Board President Tom Ashmore called the May 21<sup>st</sup> 2012 meeting of Mid-Columbia Fire and Rescue to order at 5:30 pm.

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

Staff: Bob Palmer, Fire Chief; Jay Wood, Division Chief; Dan Hammel, Division Chief; Dana Woods, Office Specialist; Jane Herman, Administrative Assistant; Walt Denstedt, Engineer.

Others: Tom Peachey, Legal Counsel, Dee Apperson and Nicolie Wood.

Agenda Changes: There are no changes to the agenda.

## 2. **MINUTES**

Director Larsen moved to approve the minutes of the April 16, 2012 meeting as presented and the minutes of the May 2<sup>nd</sup>, 2012 meeting as corrected. Director Miles seconded. The motion passed with Schaffeld, Miles, Rosebraugh, Larsen and Ashmore voting yes.

## 3. **PUBLIC COMMENT**

None.

## 4. **FINANCIAL REPORTS**

Cash Accounts Summary: Included in board packet.

Ambulance Service Financial Report: Included in board packet.

There were no questions/comments of either report.

## 5. COMMITTEE REPORTS

Director Miles reported the Urban Renewal Committee meeting was an executive session so there is nothing to report.

## 6. FIRE CHIEF'S REPORT

Incident Reports: There were 190 calls for service in the month of April. 161 were for EMS with 130 being billable calls. There were 7 fires with 3 building fires and the balance of the calls was good intent, service and false alarm. There were 24 interfacility transfers for the month and no requests for transfers were cancelled. Chief Palmer reported that transfers continue to make a fairly decent profit for the Fire District.

911 Usage: Usage continues at 12% for the Fire District.

Training Division Report: Included in board packet.

Director Rosebraugh had a question regarding the status of the Web page. Chief Wood explained the web designer had a computer crash so all the data and pictures have to be re done. Director Miles asked if it were possible to provide a drop dead time for completion of the site? At this time there is not a drop dead time. Cordell Communications has been paid a retainer fee to build the site and then there will be a maintenance fee as information/pictures are changed.

Prevention Division Report: Included in board packet.

Other items as needed: Chief Palmer asked the board where they would like to hold the budget committee meeting. After discussion it was determined to hold the budget committee meeting in the conference room unless it appeared it would become too crowded.

## 7. CORRESPONDENCE

A letter thanking the Fire District for their quick response to the truck barn fire at Northern Wasco County PUD.

## 8. OLD BUSINESS

PERS update: The coverage agreement has been received and it will be sent to Tom Peachey, Attorney for the Fire District for review. The District will move into PERS after the six month waiting period.

## 9. NEW BUSINESS

Resolution 2012-05: The current cooperative Fire Protection Agreement between MCFR and the USFS has expired. The agreement and associated annual operating plan have been revised and are being brought before the board for renewal and adoption.

**MOTION:** Director Larsen moved to adopt Resolution 2012-05 “Revisions and Renewal of the Cooperative Fire Protection Agreement and Annual Operating Plan between Mid-Columbia Fire and Rescue and the United States Forest Service, National Scenic Area.” Director Rosebraugh seconded. The motion passed with Schaffeld, Miles, Larsen, Rosebraugh and Ashmore voting yes.

Resolution 2012-06: The Public Contracting rules have been updated. The Fire District is required to review its public contracting rules and statutory compliance each time the Attorney General modifies its model rules. Many of the rules remain unchanged; they are providing only one rule update in each of our division 47 and 49 rules. Only division 48 will be replaced in full. Because the Fire District Board of Directors acts as the contract review board the resolution and rules may be adopted at this meeting with Chief Palmer’s staff report, recommendation and the Local Government Law Group’s letter stating the rule changes have been reviewed and all legally required modifications have been made.

**MOTION:** Director Miles moved to adopt Resolution 2012-06 “Joint Resolution of the Board of Directors and Local Public Contract Review Board for the Mid-Columbia Fire and Rescue District Amending Resolution No. 2011-05 to Conform to 2011 Legislative Amendments to the Oregon Public Contracting Code. Director Rosebraugh seconded. The motion passed with Miles, Larsen, Rosebraugh, Schaffeld and Ashmore voting yes.

Surplus Items: The Fire District desires to declare certain items noted on Exhibit A as surplus property. The items consist of hose that has reached its life expectancy; Motorola radios that are no longer supported and cell phones, pagers and chargers that are also no longer supported. Once declared as surplus property they will be discarded, sold or donated to another governmental organization.

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

#### 10. BOARD OF DIRECTORS REMARKS

Director Miles asked if any decision had been made regarding the appreciation BBQ? She stated she felt it was very important to thank everyone for their part in reducing the District liability and receiving the \$4,000.00 best practice credit. A date was set for June 25<sup>th</sup> at 5:30 pm. SDAO will partner in the BBQ and conduct a class entitled “Saving your Back”. Director Miles stated it was important to make sure all personnel, career and volunteer were aware that the dinner was thanking them for their part in the returned premium.

Director Rosebraugh asked about the NORCOR agreement. Chief Palmer advised him that any and all ambulance service at the NORCOR facility will be billed at the regular rate.

11. **ADJOURNMENT**

There being no further business President Ashmore asked for a motion to adjourn. Director Larsen moved to adjourn the meeting and Director Schaffeld seconded. The meeting was adjourned at 6:25 pm.



Tom Ashmore  
Board President



Charles Rosebraugh  
Secretary / Treasurer