

MINUTES

Mid-Columbia Fire and Rescue
Board of Directors Meeting
Training Room, Station 1
1400 West 8th Street, The Dalles, Oregon
December 12, 2016

1. ROLL CALL / AGENDA CHANGES

Board President John Willer called the December 12, 2016 meeting of Mid-Columbia Fire and Rescue to order at 5:30 pm.

Directors present: Tom Ashmore, Crystal Dodge, John Willer, Dick Schaffeld and Robin Miles.

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

Others: Tom Peachey, Legal Counsel

Agenda Changes: None

2. MINUTES

Minutes from the November 21, 2016 Regular Board Meeting were accepted as presented with a correction changing Resolution number 2016-09 to 2016-11.

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

Nothing new to report. Urban Renewal Committee to meet week of December 19th.

6. FIRE CHIEF'S REPORT

Incident Report: There were 216 calls for service in the month of November. 157 were for EMS.

911 Usage: Usage was 11% for the month of November – a slight increase 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.

Other:

1. Training Tower Update: Financing is complete – the money transferred to MCFR bank account last week. Chief preparing the supplemental budget to account for these funds. Director Miles asked about getting the District in line for an ISO re-rating.
2. Audit Review Work Session Date: Chief Palmer asked if the Board preferred a lunch meeting or an evening meeting? Consensus of the Board is that a regular Board Meeting would be fine for the Audit Review.
3. GO Bond celebration and project update: Celebration will be Tuesday December 13 at 5:30 pm. The apparatus committee will meet in January.
4. Board/Staff Goal Setting: Chief Palmer recommended a goal setting meeting mid-year, possibly in September. George Dunkel from SDAO will facilitate the meeting.

7. CORRESPONDENCE

None

8. OLD BUSINESS

None

9. NEW BUSINESS

- a. Resolution 2016-12: Certificate of Election. Mid-Columbia Fire and Rescue must sign a Certificate of Election certifying the results of the Special District Election held on November 8, 2016.

MOTION: Director Ashmore moved to adopt Resolution 2016-12 “Certificate of Election”. Director Dodge seconded. The motion passed with Miles, Ashmore, Dodge, Schaffeld and Willer voting yes.

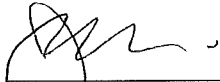
- b. Budget Committee Member Terms: Currently, there are two budget committee member positions that are expired. Chief Palmer has communicated with Steve McCabe and Diana Bailey who expressed interest in continuing on the committee for another 3 year term. Director Ashmore moved to appoint Steve McCabe and Diana Bailey to another 3 year term serving on the Budget Committee. Director Schaffeld seconded. Brief discussion followed regarding how long each of the members has served on the Budget Committee. The motion passed with Willer, Ashmore, Miles, Schaffeld and Dodge voting yes.
- c. Adopting a Budget Calendar: Local Budget law requires that the Board of Directors adopt a Budget Calendar for Fiscal Year 2017-2018 budget process. The proposed budget calendar is included in the Board Packet. Director Dodge moved to approve the Fiscal Year 17-18 Budget Calendar. Director Ashmore seconded. The motion passed with Miles, Ashmore, Schaffeld, Willer and Dodge voting yes.
- d. Appoint Budget Officer: It’s time to appoint a Budget Officer for the Fiscal Year 2017-2018 Budget. The Budget Officer is responsible for preparing and presenting the proposed budget to budget committee for approval. Director Schaffeld moved to appoint Chief Palmer as the Budget Officer for Fiscal Year 17-18. Director Dodge seconded. The motion passed with Miles, Ashmore, Schaffeld, Willer and Dodge voting yes.

10. GOOD OF THE ORDER


- a. Annual Board and Staff Christmas dinner at Bent River. The public is welcome to attend at their own expense.

11. **ADJOURNMENT**

There being no further business, the meeting was adjourned by motion at 6:00 p.m.



Board President



Secretary / Treasurer