

**APPLEGATE VALLEY RFPD #9
BOARD OF DIRECTORS MEETING
April 20, 2011**

BOARD MEETING CALLED TO ORDER

TIME: 7:00PM

LOCATION: Headquarters

ROLL CALL

| | |
|---------------|------------------------------|
| Ed Temple | <i>President</i> |
| Craig Amann | <i>Vice-President</i> |
| Lyn Hennion | <i>Secretary / Treasurer</i> |
| Bob Ettner | <i>Board Member</i> |
| Dave Laananen | <i>Board Member</i> |

ABSENT

OTHERS PRESENT

| | |
|-------------------|-----------------------------|
| Brett Fillis | <i>Fire Chief</i> |
| Chris Wolfard | <i>Operations Chief</i> |
| Richard Goodnough | <i>West Battalion Chief</i> |
| Carey Chaput | <i>Office Manager</i> |
| Cody Goodnough | <i>East Battalion Chief</i> |
| Sandy Shaffer | <i>Budget</i> |
| Rob Hoogendyk | <i>Budget</i> |

SPEAKERS AND GUESTS-None

RECESS BOARD @ 7:05 PM FOR BUDGET COMMITTEE MEETING

BOARD MEETING RECONVENE @ 7:42 PM

ADDITIONS TO THE AGENDA-None

APPROVAL OF MINUTES

Review minutes of March 16, 2011 meeting. The minutes were reviewed and discussed. The minutes were approved as written.

Bob Ettner moved to approve the March. 16, 2011 minutes.

Craig Amann seconded the motion.

Approved unanimously.

FISCAL REPORT

The Disbursement Voucher for March 2011:

Members discussed the expenditures to IBS, which is a new vender, and Six Robbles. It was requested that purchases made through the payment service PayPal, should also show the vender name detail. Both expenditures to Hersch Wright and the Roadhouse Grill were explained.

Bob Ettner moved to approve the expenditures, as presented, in the amount of \$58,652.76

Craig Amann seconded the motion.

Monthly expenditures approved unanimously.

The Financial Report review:

Board Members reviewed the financial report as through 75% of the Fiscal Year. Lower than anticipated Interest was discussed and also applied to next years Budget. Tax revenues seem to be on target. Although Extra Staff/Shift coverage is overfunded, it was explained to have the potential to pick up in June to cover for vacations. Other items discussed were the Postage and Publication lines being low due to not putting out another newsletter. It was suggested to possibly combine the Grounds and Building Maintenance. The process of External oversight at year end was also discussed.

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STAFF REPORT

Training, Maintenance and Alarms :

Brett reviewed the training for March, highlighting the CPR renewal class and the Target Hazard Assessment. The Assessment Training took place at the Applegate Church and Ruch Community Church, which proved to have many advantages including the orientation and tactical approach but also helped the property owners realize some of the improvements that can be made.

Maintenance was reported as nothing out of the usual. Alarms are normal for March.

General:

Applegate Wayside Pump is up and running. The Officer group has received training. System works well.

Recruit Academy – Graduation for the 6 new recruits will take place at Headquarters on April 29th at 6pm. Board participation was encouraged.

Cheney Foundation grant request for Automatic Traction Devices will be reviewed during their August meeting.

Medford Engine agreement has been reviewed and the engine will be ready to pick up tomorrow. One condition of the sale is that we keep it for three years.

Lyn asked if there was any news on the Hwy 238 property. Taking into consideration ISO's rules, the site is not desirable as a fire station but still has opportunities as a training & community center. Brett will check with County Parks on the status of the last conversation.

OLD BUSINESS

Policy Update – 5.14.6 Per diem

Members reviewed as a second reading. With no further changes, the update was accepted and approved.

Lyn Hennion moved to approved the update to Policy 5.14.6

Dave Laananen seconded the motion.

Approved unanimously

Public Contracting Rules – Resolution 2010/2011-03

After reviewing the recommended changes from the district's attorney, the amended guidelines to how we establish public contracts was adopted by joint resolution of the Board of Directors and the Local Public Contracting Review Board.

Dave Laananen moved to approve Resolution 2010/2011-03 Amending Resolution 2004/2005-04 Establishing Public Contracting Rules in Conformance with Legislative Amendments to the Oregon Public Contracting Code.

Lyn Hennion seconded the motion.

Approved Unanimously.

NEW BUSINESS

Chief's Evaluation

Lyn Hennion was designated the point person for the Chief's evaluation process. Brett will send out the forms.

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GASB 54 – Resolution 2010/2011-04

Carey explained the recommendations presented in a letter from Rick Brewster to comply with the latest changes to Budget Law according to the Government Accounting Standards. Implementing this matter requires authorizing a Supplemental Budget to establish a Capital Projects Fund and abolish the Reserve Fund, which no longer complies with the new standards.

Craig Amann moved to approved Resolution 2010/2011-04, Authorizing a Supplemental Budget to Establish a Capital Projects Fund and Appropriate corresponding Revenues and Expenditures for the 2010-2011 Fiscal Year.

Dave Laananen seconded the motion.

Approved unanimously.

HRA VEBA –

It was explained that the administrative fees for the current Health Reimbursement plans are becoming too expensive. Staff researched the options for a suitable plan that would offer the same benefits and be held by a third party. The HRA VEBA plan was suggested for participant flexibility, claim coverage and third party fund administration. Board asked staff for employee input on a comparison of the plans.

Veterans Admin Van –

The Veterans Administration has purchased new vans to help transport their members to appointments. They are looking for a few locations throughout Jackson and Josephine Counties to park the vans for their volunteers. Currently they are looking at Cave Junction, Ashland and Applegate Fire District Station 1. Brett explained that the agreement would have plenty of Liability Release for the Fire District, should it be vandalized or stolen.

Craig Amann moved to Authorize Brett to sign an agreement with the Veterans Administration.

Bob Ettner seconded the motion.

Approved unanimously.

ISO Survey –

A response to the recent classification survey was sent earlier this week. Brett will resend his letter of explanation as the Board had not received his notice. Brett reviewed the overall sense of the conversations with the ISO Field Representative, as not being good and potentially unrecognizing stations 2,6 & 7. He further reviewed the changes that have occurred over the past 5 years to this set of rules. Fire District rates have been going up across the nation and Fire Chiefs are trying to effectuate change. Ultimately Insurance Companies control ISO rating standards and this is an insurance company driven industry and therefore also driven by the markets and risks.

The Board asked about an appeal process that Brett reassured them there was, though without new interest from the Chiefs nationwide, these rules will go unchanged. The results of this survey will not be known for 6 months and then the district will have another 6 months to respond with an improvement plan.

ANNOUNCEMENTS / Good of the Order

Community Preparedness Meeting at Schmidt Family Vineyards tonight

ADJOURNMENT

The Board meeting was adjourned at 9pm. The next Board meeting will be held on Wed. May 18th, 7 pm at HQ in conjunction of the Budget Hearing.