

**APPLEGATE VALLEY RFPD #9  
BOARD OF DIRECTORS MEETING  
Jan. 18, 2012**

**BOARD MEETING CALLED TO ORDER**

TIME: 7:00PM

LOCATION: Station 1

**ROLL CALL**

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

**OTHERS PRESENT**

Brett Fillis	<i>Fire Chief</i>
Carey Chaput	<i>Office Manager</i>
Richard Goodnough	<i>Battalion Chief</i>

**ABSENT**

**SPEAKERS AND GUESTS**

**ADDITIONS TO THE AGENDA**

**New;** Surplus Vehicle

**Old;** Long Term Plan

**APPROVAL OF MINUTES**

Review minutes of Dec 21, 2011 meeting. The minutes were reviewed and approved as written.

**Dave Laananen moved to approve the Dec. 21, 2011 minutes.**

**Lyn Hennion seconded the motion.**

**Approved unanimously.**

**FISCAL REPORT**

The Disbursement Voucher for DEC. 2011 was presented:

Members discussed the monthly health savings expenditure to the HRA VEBA Trust, and the expense for the pest spray along the perimeter of 4 stations. The Board discussed this month's electric bill for HQ, and the expense for the new recruits going through the physical background checks at Valley Immediate Care. Brett explained how the new forcible entry training prop is being built by staff, and the expenses will be seen in the next month financial report.

**Bob Ettner moved to approve the expenditures, as presented, in the amount of \$ 118,712.19**

**Lyn Hennion seconded the motion.**

**Monthly expenditures approved unanimously.**

The Financial Report review:

Board Members reviewed the financial report as 50% through the Fiscal Year, noticing that nothing seems out of place. They discussed how a change is seen in Overtime Coverage.

**STAFF REPORT**

Training, Maintenance and Alarms :

Brett reviewed the training for December, explaining how this month is typically light due to the holidays. The installation of the automatic tire chains has been completed on all trucks, and they have been used twice. Alarms are ahead for the year by 14, as it has been a busy month with 55 calls.

Recruiting There are 14 new volunteers participating in the academy, of which 1 is in the program at RCC.

Forcible Entry Training It is currently 50% complete with the goal of being able to use it in the FF Academy.

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### Incidents

Brett reviewed the structure fire in Williams on Jan 3<sup>rd</sup> at the Webco Mill, explaining that the mode was more defensive due to the amount of fire. While on scene, two of the district's vehicles had sustained minor damage. The incident is currently being reviewed by the Safety Committee.

District Personnel also played an active role in the memorial service for the Rural Metro Firefighter who was killed in late December.

### Station 5 / ODOT

Brett will check and let us know when the trip check goes on- line.

### Annual Physical Agility

Staff is in the process of re-designing this test to be geared more towards endurance. They are currently working with a draft, collecting a few times and heart rates, with the hope of implementing the new test in April, while developing tests for other positions. The Board further discussed the preliminary testing of new recruits through Occupational Health screening.

## **OLD BUSINESS**

### Report on Investments

Brett sent out an email after he and Ed had completed the transactions at the banks for a 1 and 2 year CD with SOFCU and a 3 year CD with US Bank. Brett reviewed the process and the investment rates.

### ISO Update

The OR Fire Chiefs are testing a new rating system which could possibly be ready in the 2<sup>nd</sup> quarter of 2012. This new methodology could be more accommodating on how it affects the non-hydrant areas. Brett commented that overall, this issue is moving along in a good direction.

### Return to Work Guideline

Brett handed out a draft that included 5 key points for the Medical Leave policy and a Medical Release form. The intent of the form would be to put more of the responsibility on the member by defining the member's ability to perform the essential functions of their position. It would require both the member and physician's signatures. The Officer group will be reviewing the draft next. It is scheduled for review at the next Board meeting as a first reading.

### Long Term Plan

Members discussed adding Midi's for Stations 4 & 6 to the long term plan. Also in consideration is the property designation for a future training facility. Though neither would be an issue until the ISO situation has been defined.

## **NEW BUSINESS**

### Budget Meeting Schedule

Steve Gehres has resigned from the Budget Committee. Staff will write a letter of appreciation for all his years of service. It was suggested to invite Matt Epstein to the next Budget Committee meeting. The dates are scheduled for March 21<sup>st</sup>, April 18<sup>th</sup> and May 16<sup>th</sup>. Bob informed the members that he will not be attending the March meeting.

### Surplus Vehicle

Brett recommended the 1990 Caprice be sold on eBay for a minimum of \$850.

**Craig Amann moved to surplus the 1990 Caprice for \$850.**

**Bob Ettner seconded the motion.**

**Approved Unanimously.**

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### **ANNOUNCEMENTS / Good of the Order**

Applegate Valley Days – Ed gave an update on the progress of this event, including the newly developed website; Applegatevalleydays.com. He reported on the clubs that have signed up to participate, including Rotary.

Applegate Schools – Lyn opened the discussion on the concern of declining school enrollments. A community group is being formed to address this issue. She asked for any suggestions on members to participate in a committee to please be emailed to her.

Feb. 3<sup>rd</sup> - Awards Banquet

### **ADJOURNMENT**

The Board meeting was adjourned at 8:40 pm.

The next Board meeting will be held Feb 15th – Sta 1 – 7 pm

Bob and Lyn will not be able to attend the Feb meeting