

APPLEGATE VALLEY RFPD #9 BOARD OF DIRECTORS MEETING MINUTES

January 17, 2024

Training Building, 1095 Upper Applegate Rd., Jacksonville, OR 97530
and Conference Call



1.0 CALL TO ORDER

Board Meeting called to order by Rob Underwood.

TIME: 4:01 PM

2.0 ROLL CALL

PRESENT: President Rob Underwood, Vice President Doug Stewart, Secretary/Treasurer Mike Blaschka, Director Jeff Hoxsey, Director Julie Barry

ABSENT: None

OTHER STAFF & INVITED SPEAKERS: Chris Wolfard (*Fire Chief*), Cody Goodnough (*Deputy Chief*), McKenzie Turnbull (*Logistics Chief*) Tallie Jackson (*Admin Chief*) Brian Mulhollen (*Fire Marshal*)

3.0 SPEAKERS AND GUESTS

4.0 REVIEW OF MINUTES FROM PREVIOUS MEETING

The minutes of the December 20, 2023 Board meeting were reviewed and approved as written.

➔ **MOTION:** Doug Stewart moved to approve the December 20, 2023 Board minutes as written. Mike Blaschka seconded the motion.

Motion carries as follows.

AYES Underwood, Stewart, Blaschka, Hoxsey, Barry

NAYS

5.0 FISCAL REPORT

Disbursement Voucher:

The following disbursements were clarified;

State of Oregon Ethics – Annual Fee

Jackson County Clerk – November Election

➔ **MOTION:** Doug Stewart moved to approve the December 2023 expenditures as presented in the amount of \$266,563.32. Mike Blaschka seconded the motion.

Motion carries as follows.

AYES Underwood, Stewart, Blaschka, Hoxsey, Barry

NAYS

The Financial Report review:

The Board reviewed the financials clarifying the fire suppression and response billing.

→ **MOTION:** Rob Underwood moved to accept the December 2023 financials as presented. Julie Barry seconded the motion.

Motion carries as follows.

AYES Underwood, Stewart, Blaschka, Hoxsey, Barry

NAYS

6.0 FIRE CHIEF'S REPORT

Chief Wolfard highlighted working on the MOU's and purchasing the used engine from Menlo Park. The Christmas Party was a great success.

Deputy Chief Report

Chief Goodnough highlighted hiring three EMS apprentices.

Maintenance Officer Report

Chief Turnbull highlighted the findings of the brake valve leaking.

Fire Marshal Report

Chief Mulhollen highlighted his continuing of building relationships with cooperators.

Recruitment & Retention Report

Chief Wolfard highlighted that the District is conducting a tender operator roundtable on January 30th.

7.0 OLD BUSINESS

Policy Manual Review

None to report.

Branding / Marketing Policy

Chief Goodnough is reviewing RFP's for branding.

Revised MOU with Williams Fire

Chief Wolfard is working on a minor change and will submit back to Williams.

MOU with Applegate Partnership & Water Council

The District is still continuing to work with Applegate Partnership to complete the MOU.

MOU with ECSO

The District is still continuing to work with ECSO to complete the MOU.

8.0 NEW BUSINESS

Changing of Banks

The District proposed a resolution to change from US Bank to Rogue Credit Union.

→ **MOTION** Doug Stewart moved to approve the Resolution-04 to change banks. Rob Underwood seconded the motion.

Motion carries as follows.

AYES Underwood, Stewart, Blaschka, Hoxsey, Barry

NAYS

Budget Committee

The District has posted the two budget committee vacancies. Letters of intent are due by February 7th. The Board requested Chief Wolfard to reach out to Rex Garoutte to see if he may be interested.

2024/2025 Wage Plan

Chief Wolfard presented suggestions for the 24/25 fiscal year wage plan based on CPI-U and the Union contract. The Board requested to see more detail based off top step and to include complete benefit package.

Public Contracting Rules

Chief Wolfard informed the Board that he District needs to update its public contracting rules. A hearing will be set for next board meeting to adopt the updates provided by Local Government Law Group.

9.0 ANNOUNCEMENT

- SDAO Annual Conference February 8 – 11
- Tender Operator Roundtable January 30th
- Pancake Breakfast March 16th
- Awards Banquet March 22nd

10.0 ITEMS TO BE ON NEXT AGENDA

11.0 ADJOURNMENT

Rob Underwood adjourned the meeting at 5:25 pm.

The next scheduled regular Board meeting will be held Wednesday February 21, 2024 @ 4 pm. Training Building 1095 Upper Applegate Rd.

Minutes Submitted by Tallie Jackson
Administration Chief

Approved By:


Board Secretary / Treasurer

3/20/2024
Date

