



## CENTRAL CASCADES FIRE & EMS

### Regular Board Meeting Minutes

March 21, 2024

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#### I. **Opening of Meeting**

*President, John Gartland*

- ✓ Meeting called to Order @ 14:02/Welcome – Recording started
  - ✓ Pledge of Allegiance
  - ✓ Roll Call – 4 Board Members present
    - John Gartland, President
    - Steve Stewart, Vice President - absent
    - Sue Ward, Secretary
    - Brad Kahler, Treasurer
    - Paula Elissondoberry, Director
- Also in attendance:
- Tim Cramblit, Deputy/Division Chief
  - Andy Fischer, Training Officer
  - Mark Russell, Community Member
  - James Wilson, Crescent Fire Chief
- ✓ Agenda Review – discussion about adding “Request for Public Comments” somewhere on the Agenda in the event public attends. Decided it will be below President’s Items and comments will be asked for in Good of the Order.
- ✓ President’s Items and Correspondence – none.

#### II. **Secretary’s Report**

*Secretary, Sue Ward*

- ✓ February 15, 2024 Regular Board Meeting Minutes – These were emailed out to the Board for review in advance. Minor revisions made. **Motion made by Brad to accept Secretary’s Report as presented; Second by Paula; no further Discussion; Vote unanimous; Motion carried.**

#### III. **Treasurer’s Reports**

*Treasurer, Brad Kahler*

- ✓ Reviewed Current Reports from last meeting to date: Reconciliation Summary and Detail through 02/29/2024; Balance Sheet thru 03/13/2024; US Bank Transaction Journal for 02/28/2024; Profit & Loss thru 03/13/2024. QuickBooks may go online; additional insurance due to new vehicle; about \$22,000 has been invested in Lindsay’s training; elevator test every 5 years (per state) & dialer; Hunter Comm. will be paid \$200 per month for 3 years’ service; no cell tower interest; insurance rates increasing, no longevity credit, request insurance review. **Motion made by Paula to accept Treasurer’s Report as presented; Second by Sue; no further Discussion; Vote unanimous; Motion carried. Sue signed Summary.**

- ✓ Various Items/Activities
  - Andy: reviewed & discussed attached report. Lindsay & Andy both to become Heartsaver instructors. All apparatus in order.
  - Tim: Verbal updates on grants and reimbursements since February meeting. Type 3 Engine issues were identified, with OSFM fixing some before we spend any money. Submission of a \$5,000 grant for PPE to Nutella, who also has a pancake breakfast grant. VFA/VFC grant just opened that may be used for a skid unit.
  - Brad: Snow Removal – money for a larger blower attachment (84”) to be donated by Brad. There may be a negotiation for existing blower and sander for counterweights. Mike Dolan has resigned; Andy, JJ, and Austin can all operate the trackless.
- ✓ Community Region/Events
  - Candlelighters went well – Gary Holtz chaired, lots of volunteers. Crescent HOA donated \$600 towards the event.

**IV. Unfinished Business****All**

- ✓ Public Use of District Facilities Policy Review – after today’s meeting at 1:00 pm prior to the Board Meeting, it was decided to have another Work Session at 1:00 prior to the next Board Meeting.

**V. New Business****All**

- ✓ Cameras, phones, fiber to be finalized once snow melts.
- ✓ Building vent found in attic and re-installed.
- ✓ SDAO Self-Assessment – Tim to review & advise us which aspects are applicable. Need to incorporate Civil Rights policy stating we do not discriminate, interpreter if needed. James suggested going to COIC (Central Oregon Intergovernmental Council).
- ✓ Best Practices/Insurance credit – All Board members to take a class by July 1<sup>st</sup>.

**VI. Good of the Order**

- ✓ James advised of a new Outdoor Burning System app to be rolling out soon.
- ✓ Klamath County 9-1-1 switched to a radio console system, doing radio (complete), phone & CAD (by March 2025) projects. One-time \$1,500 fee for new CAD will provide mobile dispatch notifications, as well as on iPads. To participate, advise Joanie Rote, get text message list.
- ✓ Andy advised that Awards Banquet will be May 18<sup>th</sup> @ 5:30, Prime Rib or chicken dinner.

**VII. Confirm Next Meeting and Adjournment**

- ✓ The next Regular Board Meeting will be held Thursday, April 18, 2024 @ 2:00 pm in the Central Cascades Fire & EMS District Community Service Center preceded by the Public Use of District Facilities Policy Work Session at 1:00 pm.
- ✓ Meeting adjourned @ 15:07

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**John Gartland, President**

File: Meeting Agenda

Secretary’s Report

Treasurer’s Reports

Andy Fischer Training Officer’s Board Report – Training/Personnel; Calls