



## CENTRAL CASCADES FIRE & EMS

### Regular Board Meeting Minutes

June 19, 2025

Cell Phones &/or Pagers were turned to **SILENT** or **OFF**  
**Recording was started.**

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

**President, John Gartland**

- ✓ Meeting called to Order @ 5:00 pm/Welcome
- ✓ Pledge of Allegiance
- ✓ Introductions – 5 Board Members present
  - John Gartland, President
  - Steve Stewart, Vice President
  - Sue Ward, Secretary
  - Brad Kahler, Treasurer
  - Paula Elissondoherry, Director

Also in attendance:

- Andy Fischer, Training Officer
  - Jeanne Dolan, Budget Committee Community Member
  - Mark Russell, Budget Committee Community Member
  - Mike Dolan, Maintenance Coordinator
- ✓ Agenda Review/Additions – none.
  - ✓ President's Items & Correspondence – letter from our insurance representative regarding fire mitigation.
  - ✓ Request for Public Comments – none.

#### II. **Secretary's Report**

**Secretary, Sue Ward**

- ✓ May 15, 2025 Regular Board Meeting Minutes – These were emailed out to the Board for review in advance. **Motion made by Brad to accept Secretary's Report as presented; Second by Paula; no further Discussion; Vote unanimous (John, Steve, Sue, Brad, Paula); Motion carried.**

#### III. **Treasurer's Report**

**Treasurer, Brad Kahler**

- ✓ Reviewed Current Reports from last meeting to date: Reconciliation Report includes the Summary & Detail through 06/02/2025; Local Government Investment Group Account List thru 06/13/2025; US Bank Journal detailing check #4761 - discussion on some expenses; Profit & Loss thru 06/13/2025; Profit & Loss July 2024 thru June 2025. Recognition and thanks to Tim for his hard work on our Grants/ Income. **Motion made by Paula to accept Treasurer's Report as presented; Second by Steve; no further Discussion; Vote unanimous (John, Steve, Sue, Brad, Paula); Motion carried.** Sue signed the Reconciliation Report.

#### **IV. Operations Reports**

**Andy Fischer, Brad Kahler**

- ✓ Various Items/Activities
  - Andy reviewed Training Officer's report (attached). 9 in attendance at the training hosted by us at Odell Lake Lodge.
  - We reviewed Tim's CCF Board Report (attached). Brad advises we are close to ordering the new Ford 550.
  - Brad reviewed station operations.
- ✓ Community Region/Events
  - We received the Nutella "Stacks for Giving Back" materials for our Pancake Breakfast.

#### **V. Unfinished Business**

**A-II**

- ✓ Public Meeting Law Checklist from SDAO– Tim and Brad to review for compliance.
- ✓ Social Media policy. Mike will check with Crescent RFPD on their policy and Steve will check with Tim. John suggests that we have something in advance of our next meeting.
- ✓ SDAO Best Practices Checklist – Brad has taken training and Andy will also take training to accomplish that 2% credit. Discussion on what still needs to be done. 23 & 28 will be reviewed/completed by Andy, Brad, & Tim. John will check into 32. Policies will be written, adopted, and Employee Handbook updated by the 1<sup>st</sup> of November.

#### **VI. New Business**

**All**

- ✓ Amazon Business Prime Account – free membership for 2 years.
- ✓ Board Committee Oaths of Office - administered by Steve to Brad Kahler, Mike Dolan, & John Gartland.

#### **VII. Good of the Order**

- ✓ Updated Acronym List attached.
- ✓ Clarified that Steve's retirement celebration will be July 17<sup>th</sup> from 1 – 3pm. Invitations are being sent out to those that Steve requested.

#### **VIII. Motion for Resolution 0619-25-1 by Steve to accept as presented; Second by Paula; no further Discussion; Vote unanimous (John, Steve, Sue, Brad, Paula); Motion carried.**

#### **IX. Public Comments**

#### **X. Confirm Next Meeting & Adjournment**

- ✓ The next Regular Board Meeting will be held Thursday, July 17, 2025 @ 5:00 pm.
- ✓ Meeting adjourned @ 6:00 pm.

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**John Gartland, President**

File: Meeting Agenda  
Secretary's Report  
Treasurer's Reports  
Training Officer's Report – Training/Personnel, Calls  
CCF Board Report – Grants Status, Equipment Status, Facilities, Fire & EMS Training  
Resolution 0619-25-1  
Oaths of Office