



CENTRAL CASCADES FIRE & EMS
Regular Board Meeting Minutes
July 20, 2023

Cell Phones and/or Pagers – Please turn to **SILENT** or **OFF**

I. **Opening of Meeting**
Gartland

President, John

- ✓ Meeting called to Order @ 17:04/Welcome – Recording started
- ✓ Pledge of Allegiance
- ✓ Roll Call – 5 Board Members present
 - John Gartland, President
 - Sue Ward, Secretary
 - Brad Kahler, Treasurer
 - Paula Elissondobby, Director
- Also in attendance:
 - Tim Cramblit, Deputy/Division Chief
 - Andy Fischer, Training Officer
 - Leslie Cook, Volunteer
- Not in attendance:
 - Steve Stewart, Vice President
- ✓ Agenda Review/Additions – None.
- ✓ President's Items and Correspondence – None.

II. **Secretary's Report**

Secretary, Sue Ward

- ✓ June 15, 2023 Budget Committee Meeting Minutes – After review with Steve, these were emailed out to the Board for review in advance. **Motion made by Paula to accept these minutes as presented; Second by Brad; no further Discussion; Vote unanimous; Motion carried.**
- ✓ June 15, 2023 Regular Board Meeting Minutes – After revisions made per review with Steve, these were emailed out to the Board review in advance. There was discussion regarding the accuracy of the statement of Steve's tenure as President. The reference was removed. **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 07/02/2023; US Bank Transaction Journal & Balance Sheet thru 07/16/2023, and end of year Profit & Loss Budget Performance. Question on Odell Sportsman expense and found to be fuel. There will not be a transfer money from Oregon State Treasury Tax Account yet to be able to accrue the interest one more month, so the credit card bill will not be paid before the next meeting. Larger expenses on the credit card were rewiring the building, gravel, risers, and volunteer appreciation award. Discussion of Profit & Loss. Review of Klamath County Yearly Ledger. **Motion made by Sue to accept Treasurer's Report as presented; Second by Paula; no further Discussion; Vote unanimous; Motion carried. Sue signed Summary.**

IV. Operations Reports

Andy Fischer, Tim Cramblit, Brad Kahler

- ✓ Various Items/Activities
 - Andy - Personnel/Training – reviewed Andy's report – CCF & EMS has been hosting CRFPD Academy, training with them. Lindsay has entered her internship in Portland, which requires 50 shifts, but is on track for 150 shifts. Dillon is deployed to fires in the area. JJ Ascencio has been hired as our Recruitment/Retention Coordinator, will begin to attend our Board Meetings, and will work the opposite schedule of Andy. Calls – 15: 2 Outdoor Smoke Reports - 1 campfire in the sno-park, 1 was dust kicked up due to Black Hawk helicopter maneuvers on the air strip; several medical calls in campgrounds; 3 MVAs; 1 structure fire. Discussed process of documentation. Equipment - 1261 has a pump leak issue, air compressor needs service (SCBA – self-contained breathing apparatus) had no pressure. 1211 still needs gauges, air horn. Garage project; poles, roof, and vapor barrier complete.
 - Tim - Reviewed Grant Report – Awarded SAFER Grant for Recruiting/Retention Officer & the informational sign, which has a ship date of 09/13. Also awarded the SPIRE Grant for Hi-Axle Rescue Vehicle, OSFM Grant for Type 3 Wildland Engine, OSFM Summer Staffing Grant, and HERO Grant for CPR/AED Training Supplies, which are here. Not sure if awarded the DPSST Grant for training materials or the Globe Gear Grant for 4 sets of PPE. It looks like we've been awarded the VFA Grant for 2 Mobile Radio Systems and Fire Shelters, and OHA emailed that they may have found the \$20,000 funding for the AED Pads Program. Document all training and activity. Don't forget about the SDIS Best Practices Program.
 - Brad – Pump project pushed, perhaps complete by August. Garage is coming along well. Building was wired so we will be updating our phones and server. James will have his lift available in August to be able to install cameras, windsock, check for missing building vent, new pole, and flag. Informational sign – we will pour pad, set bolts, and run conduit to it in preparation. Brad will touch bases with Hunter Communication to let them know still waiting for USFS to sign the permit, which is ready and, following that, maybe within a month for fiber. 2 of 3 OSFM signs indicating Fire Danger Level have been installed near Diamond Peaks and on Crescent Lake Hwy. Discussion of who determines level.

- ✓ **Community/Region Events**
 - Pancake Breakfast update – Fliers made and distributed/posted, 2 banners ordered, volunteer list reviewed, Tim has applied for Thrivent Action Teams Project assistance, Sue to provide shirt sizes for potential volunteers that will not be in Fire Department t-shirts. Brad added a section to the budget for the income and expenses for this, and has added information to our website about the breakfast. All in attendance will be available to assist with the event.
 - CCF & EMS District Community Service Center
 - Online calendar now allows for staff to enter time.
 - Crescent Lake HOA meeting – held upstairs, went well, Andy a big help.
 - Discussion of policies to use the building.
 - All agree to read Public Use of District Facilities policy in advance of next meeting, where we will discuss.

V. **Unfinished Business** ***All***

VI. **New Business** ***All***

VII. **Good of the Order**

VIII. **Confirm Next Meeting and Adjournment**

- ✓ The next Regular Board Meeting will be held Thursday, August 17, 2023 @ 5:00 pm in the Central Cascades Fire & EMS District Community Service Center.
- ✓ Meeting adjourned @ 18:26.

John Gartland, President

File: Meeting Agenda
 Secretary's Report
 Treasurer's Reports
 Klamath County Yearly Ledger
 Grant Report
 Breakfast Banner
 Breakfast Flier