



CENTRAL CASCADES FIRE & EMS

Regular Board Meeting Minutes

November 16, 2023

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

I. **Opening of Meeting**

President, John Gartland

- ✓ Meeting called to Order @ 14:07/Welcome – Recording started
 - ✓ Pledge of Allegiance
 - ✓ Roll Call – 5 Board Members present
 - John Gartland, President
 - Steve Stewart, Vice President
 - Sue Ward, Secretary
 - Brad Kahler, Treasurer
 - Paula Elissondoherry, Director
- Also in attendance:
- Tim Cramblit, Deputy/Division Chief
 - Andy Fischer, Training Officer
 - Mark Russell, Community Member
- ✓ Agenda Review – discuss December meeting under Good of the Order
 - ✓ President's Items and Correspondence – None

II. **Secretary's Report**

Secretary, Sue Ward

- ✓ October 19, 2023 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 Steve; no further Discussion; Vote unanimous; Motion carried.**

III. **Treasurer's Reports**

Treasurer, Brad Kahler

- ✓ Reviewed Current Reports from last meeting to date: Reconciliation Summary (moved \$85,000 from Local Government Investment Fund) and Detail through 10/31/2023; Balance Sheet thru 11/06/2023, US Bank Transaction Journal thru 11/10/2023, and Profit & Loss thru 11/15/2023. Check was cut to Crescent Volunteer Program, discussed property tax income & how to view tax bill payments online; paid for AED replacements, LED sign, & overhead door repair. 1295 is assigned to trackless snow blower, which was a bit more due to the exchange rate. Elevator test will be forthcoming. Grant money for LED sign and JJ's pay likely received in January. Generator maintenance due. **Motion made by Steve to accept Treasurer's Report as presented; Second by Paula; no further Discussion; Vote unanimous; Motion carried. Sue signed Summary.**

- ✓ Training budget question & what's been spent thus far. Discussed those in our Student Training Program: JJ, Lindsay, and Dillon, and requesting they come to a meeting to advise us how things are going and what the future with us looks like for them. We hope to do a better job of setting expectations in return for the financial assistance given. We have about \$6,000 invested in Dillon, \$8,000 in Lindsay, with another \$8,000 requested to help her in 2024. When each worked shifts during the summer, they were paid, so there has not been any real return as of yet. Plans to tighten up the rules for student training, and need a firm commitment from them. Historically, throughout these programs, volunteer hour commitments are often not met, and there is little, legally, that can be done, even though they do have contracts that specify what is expected from both sides. Noted that it's a hard draw to this area, needing to supplement driving time and providing housing. Dillon has worked approximately 100 hours and Lindsay has worked approximately 40. Travis has put in his share of volunteer hours, is in La Pine and is up for a promotion.

Operations Reports

Andy Fischer, Tim Cramblit, Brad Kahler

- ✓ Various Items/Activities
 - Andy – reviewed & discussed attached report: Training/Personnel, Calls for Service, Vehicles
 - Discussion of upcoming AED training on December 12th & adding Narcan to AEDs.
 - Tim – reviewed & discussed attached report: Grants, Apparatus & Equipment, Projects, Activities, Meetings, Fire & EMS Training.
 - Brad – Hunter Communications hardware is in. All projects are on hold until spring (LED sign and pump & tanks). Will route fiber to the pump house.
- ✓ Community Region/Events

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

- ✓ none

VI. Good of the Order

- ✓ December Board Meeting – Steve recommends we skip this meeting as has been typical in past years. All agree. Brad is ordering Christmas cards and approximately 50 go out.

VII. Confirm Next Meeting and Adjournment

- ✓ The next Regular Board Meeting will be held Thursday, January 18th, 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 @ 15:20.

John Gartland, President

File: Meeting Agenda
Secretary's Report
Treasurer's Reports
Andy Fischer Training Officer's Board Report – November - Training/Personnel; Calls
Tim Cramblit Board Report 11/16/23 – Grants; Equipment; Facilities; Projects; Training
SAO Emergency Preparation Guide - DRAFT