



CENTRAL CASCADES FIRE & EMS
Regular Board Meeting Minutes
August 17, 2023

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

- I. **Opening of Meeting** *President, John Gartland*
- ✓ Meeting called to Order @ 17:00/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, DirectorAlso in attendance:
 - Tim Cramblit, Deputy/Division Chief – by Zoom @ 17:07
 - Andy Fischer, Training Officer – left for a call.
 - Mark Russell, Community Member
 - ✓ Agenda Review/Additions – SDAO discount requirements to Unfinished Business, Paid Leave Oregon to New Business, Brad confirmed Joe Abbott has scheduled Odell Lake HOA meeting.
 - ✓ President’s Items and Correspondence – \$1,500 donation from Crescent Lake HOA, Sue to write letter.
- II. **Secretary’s Report** *Secretary, Sue Ward*
- ✓ July 20, 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 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 08/03/2023; US Bank Transaction Journal, Balance Sheet, and Profit & Loss thru 08/16/2023. There was a transfer of \$150,000 from Oregon State Treasury Tax Account after the first of month such that greater interest could be accrued. Discussed current status of garage; still need bay doors, pull fiber, and install motion lights, and the potential additions or upgrades. Paid Crescent RFPD for banquet, WHA for ADD (Accidental Death & Dismemberment), and MASA MTS (Medical Transport Solutions) for all. Discussed SDIS increase due to JJ’s family addition, some grant money activity, the purchase of a griddle for future Pancake Breakfasts, and audit type threshold changes. **Motion made by Steve to accept Treasurer’s Report as presented; Second by Paula; no further Discussion; Vote unanimous; Motion carried. Sue signed Summary.**

V. **Operations Reports**

✓ Various Items/Activities

- Tim - Reviewed Grant Report – Not much change, with the exception of the OEM SPIRE Grant for the Hi-Axle Vehicle – the RFP was issued, questions on specs requested, which includes a 4-door cab, and may get the vehicle by October or November. We have been notified by DHS of new regulations for FEMA grants so Tim will be reviewing policies to assure compliance. Tim requested Board approval to continue to write grants, currently looking at USFS Community Wildfire Defense grant. **Motion made by Sue to support Tim as requested; Second by Paula; no further Discussion; Vote unanimous; Motion carried.**
- Andy - Personnel/Training – reviewed Andy’s report – JJ’s been on board 3 months, will be assigned classes to complete some objectives Andy has for him, then he will move to Recruitment & Retention classes. Training supplies received and curriculum updated. Calls: 20 since last meeting (most smoke investigation), 2 structure fires (1 at the mill, 1 backyard fire), 7 medical, 2 vehicle fires, 1 water rescue (Odell), 1 brush fire, and 1 public assist. 1261 is out for the pump repair. Garage project nearly complete, needing doors and electrical.
- Brad – Digging to begin for the water holding tanks this week, electrical done today, will deliver 2 tanks each day, on the 24th and 25th, for a total of 12,000 gallons. Current tank will be dedicated to Fire Hall and Staff Housing. Footprint for LED sign to be poured with bolts as per template, sign may be here by end of September, but no ship date yet. 1261 will be a big expense to have seals replaced in pump, but could be impellor.

✓ Community Region/Events

- Pancake Breakfast update – Thrivent package received: T-shirts, thank-you cards, positive decals, \$250 gift card; volunteers looking good, banners, flyers, ad in Hwy 58 Herald, temporary license obtained, discussion of supplies.

VI. **Unfinished Business**

All

- ✓ CCF&EMS Audit
- ✓ WHA Insurance discounts – review disaster planning, survey, and training.

VII. **New Business**

All

- ✓ Public Use of District Facilities Policy Review – discussed policy wording & updates, fees, and agreed that Paula will make a suggestion at next meeting.
- ✓ Paid Leave Oregon – discussion of how it works and how it’s funded.

VIII. **Good of the Order**

- ✓ John will not be in attendance at the September meeting and Steve will facilitate. It is suggested we have the work session on the Public Use policy before the meeting in October so John can attend.

IX. **Confirm Next Meeting and Adjournment**

- ✓ The next Regular Board Meeting will be held Thursday, September 21, 2023 @ 5:00 pm in the Central Cascades Fire & EMS District Community Service Center.
- ✓ Meeting adjourned @ 19:00.

John Gartland, President

File: Meeting Agenda
Secretary’s Report
Treasurer’s Reports
CCF & EMS Audit