



**CENTRAL CASCADES FIRE & EMS**  
**Regular Board Meeting Minutes**  
**June 15, 2023**

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**I. Opening of Meeting**

*President, Steve Stewart*

- ✓ Meeting called to Order @ 17:03/Welcome – Recording started
- ✓ Pledge of Allegiance
- ✓ Roll Call – 5 Board Members present
  - Steve Stewart, President
  - John Gartland, Vice President
  - Sue Ward, Secretary
  - Brad Kahler, Treasurer
  - Paula Elissondoherry, Director
- Also in attendance:
  - Tim Cramblit, Deputy/Division Chief
  - Andy Fischer, Training Officer
  - Mike Dolan, Volunteer
  - Jeanne Dolan, Community Member
  - James Wilson, Crescent Fire Chief
  - Mark Russell, Community Member
- ✓ Oath of Office (normally done in July, but Steve will be gone) – Steve administered the Oath of Office to Paula and Sue. Both signed their Oaths; Steve signed, and Brad and John witnessed.
- ✓ Election of Officers (normally done in July, but Steve will be gone) - Slate of Officers for July 1, 2023 thru June 30, 2024 announced as agreed upon by Board Members, John to become President and Steve to become Vice - President- **Motion made by Steve to accept as presented; Second by Brad; no further Discussion; Vote unanimous; Motion carried.**
- ✓ Agenda Review/Additions – Brad will introduce 2 Resolutions during the Treasurer’s Report.
- ✓ President’s Items and Correspondence – None.

**II. Secretary’s Report**

*Secretary, Sue Ward*

- ✓ May 18, 2023 Regular Board Meeting Minutes – After revisions made per review with Steve, 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 05/31/2023; US Bank Transaction Journal, Balance Sheet, and Profit & Loss Budget Performance through 06/12/2023. Some discussion of cost of snow removal, some credit card expenditures, and the Profit & Loss. Building was rewired for new phone system and access point. Review of the Klamath County Yearly Ledger & Investment Income. **Motion made by Steve to accept Treasurer’s Report as presented; Second by John; no further Discussion; Vote unanimous; Motion carried. Sue signed Summary.**

- ✓ Resolution 0615-23-1 reviewed authorizing Reserve Accounts - **Motion made by Steve to accept Resolution as presented; Second by Sue; no further Discussion; Vote unanimous; Motion carried.**
- ✓ Resolution 0615-23-2 reviewed adopting the 2023-2024 Budget - **Motion made by Brad to accept Resolution as presented; Second by John; no further Discussion; Vote unanimous; Motion carried.**

IV. **Operations Reports**

*Andy Fischer, Tim Cramblit, Brad Kahler*

- ✓ Various Items/Activities
  - Andy - Personnel/Training – reviewed Andy’s report – Has been doing a lot of training with Crescent FD, including a Mobile Water Supply Operation, helping to build cohesion between the teams, getting into summer mode. Mike and Andy just returned from the OVFA (Oregon Volunteer Firefighters Association) Conference, where Mike took Mobile Water Supply and Andy took Live Fire with James and Tyler from Crescent and felt the courses were fantastic. Dillon completed his EMTI and is now certified. Lindsay is starting her Paramedic Internship soon. Summer Hires – jobs posted, some applications received, with an applicant (Jackson Davis) from Corvallis having been interviewed last week. Calls – 4: 2 Outdoor Smoke Reports, 2 Medical (1 cooking oil burn, 1 cardiac arrest). Banquet will be June 24<sup>th</sup>, an email will go out for an RSVP to James, and will be at the Mohawk.
  - Tim - Reviewed Grant Report – We did get SAFER Grant for Recruiting/Retention Officer, SPIRE Grant for Hi-Axle Rescue Vehicle, OSFM Grant for Type 3 Wildland Engine, and OSFM Summer Staffing Grant for \$35,000. We think we were awarded the HERO Grants for CPR/AED Training Supplies as we received a \$2,500 unidentified check. We have no response for the DPSST Grant for training materials or the Globe Gear Grant for 4 sets of PPE. Per their website, it looks like we’ve been awarded the VFA Grant for 2 Mobile Radio Systems and Fire Shelters, and last week OHA emailed that they may have found the \$20,000 funding for the AED Pads Program for our community. Document all training and activity. Equipment is all good, with Andy, Mike, and Brad taking good care of it. Don’t forget about the SDIS Best Practices Program.
  - Brad – New panel at the pump house, and may have tanks in ground next month. Have put more rock down, and will shift building to avoid utilities. Maintenance done on the heat pumps, the SCBA, and the building was rewired for new IP phones and new server. James will bring his lift to locate building vent(s)
- ✓ Community/Region Events
  - Pancake Breakfast is a go with Crescent FD’s help, and we’ll be working on the budget, volunteer list, banners with both logos, and fliers for distribution. Jeanne and Sue will manage this event.

V. **Unfinished Business**

***All***

VI. **New Business**

***All***

VII. **Good of the Order**

- ✓ Crescent Lake HOA will be Saturday, July 1<sup>st</sup>, from 9-11 am. Steve to be gone next meeting.

VIII. **Confirm Next Meeting and Adjournment**

- ✓ The next Regular Board Meeting will be held Thursday, July 20, 2023 @ 5:00 pm in the Central Cascades Fire & EMS District Community Service Center.
- ✓ Meeting adjourned @ 17:59.

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***Steve Stewart, President***

File: Meeting Agenda  
 Secretary’s Report  
 Treasurer’s Reports  
 Oaths of Office – Paula & Sue  
 Resolution 0615-23-1  
 Resolution 0615-23-2  
 Klamath County Ledger Report