CENTRAL CASCADES FIRE & EMS

Regular Board Meeting Minutes

January 16, 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 @ 2:00 pm/Welcome
- ✓ Pledge of Allegiance
- ✓ Roll Call – 4 Board Members present
  - John Gartland, President
  - Steve Stewart, Vice President – absent
  - Sue Ward, Secretary
  - Brad Kahler, Treasurer
  - Paula Elissondoberry, Director

  Also in attendance:
  - Tim Cramblit, Deputy/Division Chief – by Zoom
  - Andy Fisher, Training Officer
  - Lindsay Lowen, Paramedic/EMS Lt – by Zoom
  - Mark Russell, Community Member
- ✓ Agenda Review/Additions – none.
- ✓ President's Items & Correspondence – News & Risk Management Review (Winter 2025).
- ✓ Request for Public Comments – none.

II. Secretary's Reports — *Secretary, Sue Ward*

- ✓ November 21, 2024 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, Sue, Brad, Paula); Motion carried**.

III. Treasurer's Reports — *Treasurer, Brad Kahler*

- ✓ Reviewed Current Reports from last meeting to date: 2 Reconciliation Reports, which includes the Summary & Detail through 12/02/2024 & subsequently 01/02/2025; Local Government Investment Group Account List thru 01/09/2025; US Bank Journal for checks #4633 & #4645; Profit & Loss thru 01/09/2025; Profit & Loss July 2024 thru June 2025. **Motion made by Paula to accept Treasurer's Report as presented; Second by Sue; no further Discussion; Vote unanimous (John, Sue, Brad, Paula); Motion carried.** Sue signed both of the Reconciliation Reports.

IV. Operations Reports — *Andy Fischer, Tim Cramblit, Brad Kahler*

- ✓ Various Items/Activities
  - Andy reviewed Training Officer's report (attached) & will advise of call #s for December.
    - Medical Director Follow-up by Lindsay – CCF will be making a change with 2 possibilities from the ECOMS group, who are in Emergency Medicine at St. Charles.

- Tim reviewed with us his status on grants (contingency funds).
  - Reviewed the call volume, to be used for the Title III Grant for $100,000 for a truck.
  - $75,000 Risk Reduction Grant – program will be managed by Leslie Cook.
  - SAFER Grant – we did not get the 2023 grant and have not yet applied for the 2024 grant.
  - OSFM Summer Staffing Grant reports are complete.
  - AFG (Assistance to Firefighters Grant) by FEMA for $53,000 will be used for hose & a skid unit.
  - Public Access Defibrillator Program
    - CCF needs to develop a Pad Policy & will likely be done by Lindsay. Sample policies have been requested.
  - It was suggested that an Annual Report be generated for our website. Discussed the Charity Navigator process.
  - OGEC (Oregon Government Ethics Commission) – there are no sample policies available yet.
- Brad reviewed station operations.
  - Liability Insurance Policy review. There is a possible 15% premium increase in our future.

✓ Community Region/Events
- Crescent Lake Challenge is 02/23/2025
- Candlelighter's Snow Day is 03/02/2025
  - We have gotten no response from WRR regarding the Thrivent donation.

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

✓ Public Use of District Facilities Policy DRAFT application – **Motion made by Brad to accept this Policy application as presented; Second by Sue; no further Discussion; Vote unanimous (John, Sue, Brad, Paula); Motion carried**. Sue to create a fillable pdf & send to Brad for CCF&EMS website.

✓ SDAO Self-Assessment – Tim will review, make notes, & have available for February meeting. **Motion made by Brad to amend Public Meetings Policy to allow Fire Chief to respond to complaints on Board's behalf if there is insufficient time for the Board to do so; Second by Paula; no further Discussion; Vote unanimous (John, Sue, Brad, Paula); Motion carried**.

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

✓ CRR (Community Risk Reduction) Week – January 20 thru January 26

✓ Succession Planning – We will have an open Board position due to Steve stepping away. Interested parties must have their SEL 190 to the Klamath County Clerk's office by March 20th per website. John reported that an Odell Lake cabin owner had expressed some interest, & he sent that person a copy of CCF&EMS Board Duties & Responsibilities Policy. We are to advise John of other interested community members. It is requested the Board review this Policy prior to our next meeting.

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

VIII. ***Confirm Next Meeting & Adjournment***

✓ The next Regular Board Meeting will be held Thursday, March 20, 2025 @ 2:00 pm in the Central Cascades Fire & EMS District Community Service Center.

✓ Meeting adjourned @ 3:10 pm.

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John Gartland, President

File: Meeting Agenda
Secretary's Report
Treasurer's Reports
Training Officer's Report – Training/Personnel, Calls