

Siuslaw Valley Fire and Rescue
2625 Highway 101 North, Florence, OR 97439

Minutes of Board Meeting – June 15, 2016

John Scott, President of the Board, called the meeting to order at 6:00 p.m.

BOARD MEMBERS PRESENT: Directors John Scott, Tony Phillips, John Carnahan and Woody Woodbury all present. Director Gates absent.

OTHERS PRESENT: Chief Langborg, Julie Brown Finance/HR Manager and Division Chief Marvin Tipler.

APPROVAL OF MINUTES: Motion by Director Woodbury to approve the minutes as presented, with correction to a name. Director Carnahan seconded-motion passed.

COMMUNICATIONS: None

PUBLIC COMMENTS: None

Agenda Item 1:

Agenda Bill: IGA Approval

Chief Langborg asked if there were any questions regarding the provided Proposed Implementation Plan. There were no questions, Director Scott made comment that he felt it had been a good process and that the plan was very thorough.

Hearing no other questions or comments, Director Gates moved to sign the IGA with WLAD. Director Woodbury seconded the motion, there was no discussion and the motion passed unanimously.

PUBLIC HEARING: 2016-2017 Fiscal Year Budget

Director Scott opened the Public Hearing for the Budget for Fiscal year 2016-2017.

There was no Public Comment

Director Carnahan stated that he would like for any personnel raises to come before the Board and if they don't he will vote against the Budget. Director Carnahan had a question as to the raise for the proposed Division Chief of Administration. Chief Langborg stated that it is not a raise but a reclassification of a position and it would be unfair to pay a different salary given the increased responsibility. Chief Langborg also stated that this position is part of the structure which is necessary to make the IGA manageable. Director Scott commented that personnel raises were an operational issue and that the Chief handles those.

Hearing no other discussion Director Woodbury moved to adopt the Budget for fiscal year 2016-2017

Director Gates seconded.

4-Yes

1-No (Director Carnahan)

CHIEF'S REPORT:

Chief Langborg provided his Chief's Report. Chief Langborg gave an update on the current status of the Strategic Plan. Chief Langborg reported on the date for the ISO, it will be on October 20, 2016.

The Chief reminded the Board of the scheduled Board training on Thursday July 14, 2016 at 6:00 pm.

The Chief reported that all WLEOG and disaster preparedness drills are done for the year.

Chief Langborg handed out the two policy revisions for the Board to review and bring back any input that they might have.

OPERATIONS REPORT:

Division Chief Tipler asked if there were any questions on his written report submitted in the board packet. There were no questions.

FINANCE/HR:

Finance/HR Manager Julie Brown reported that we are currently 90% through our fiscal year and we anticipate starting the new fiscal year with adequate funds for dry period financing. She also said that we have one more debt service payment this fiscal year. Revenues are at 102.8% of budgeted and expenditures are at 98.8%.

Julie reported on her continuing work in her shared position with WLAD. She made comment that while the hours spent between both districts was still above normal that there has been a decrease. Julie reported on current HR statistics

MOTION TO RATIFY BILLS: Director Carnahan made a motion to ratify bills paid during the past month in the amount of \$189,092.02 and transfers from the Money Market Account to the Checking Account also made during the past month. The motion was seconded by Director Gates and the motion passed unanimously.

FINANCIAL STATEMENTS: The financial statements were provided, with no questions from the board.

FIRE PREVENTION:

The Chief said that the biggest thing to note is the respiratory policy that is currently being worked on.

AGENDA ITEMS:

Item 2: Cost Recovery for Emergency Response

Chief Langborg requested direction to look in to the possibility of collecting reimbursement for certain calls, such as Dunes rescue, MVA's etc... especially with the volume of tourists we have come through our area. He said that currently Charleston and North Bay are collecting for similar services. Director Woodbury would like to see where the breakeven cost would be.

Verbal direction given to Chief Langborg to look in to the possibility.

Item 3: Establishment of Capital Funds

Director Gates moved to sign Resolution No 2016-08 establishing the Capital Improvement Fund and the Capital Replacement Fund

Director Phillips seconded

Resolution No 2016-08 was passed unanimously and signed.

Item 4: Training Officer Job description

Director Carnahan asked if this position would also fall under the "Acting in Capacity clause"

The Chief said that it would.

Board gave verbal approval of the Job description

Item 5: 851 MOU Acting in Capacity clause

Direction given to the Chief to sign the MOU

Add on agenda item 6:

RFP for Seismic Grant

Chief Langborg said that we had budgeted \$15,000 for the engineering reports and that our cost would be for the reports only. All retrofit would be covered under the Grant. He is looking for verbal approval to begin the process.

Consensus is to proceed.

FUTURE AGENDA BUSINESS: No items from the Board.

EXECUTIVE SESSION: 192.660 (f)

Meeting closed in regular form at 7:00 pm

Respectfully submitted,

Julie Brown

Finance/Human Resources Manager

Recording Secretary