

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

Minutes of Board Meeting – March 19, 2014

John Scott, President of the Board, called the meeting to order at 5:30 p.m.

BOARD MEMBERS PRESENT: Directors John Scott, Lori Gates, Cindy Spinner, Steve Olienyk and Rob Ward

OTHERS PRESENT: Chief Langborg, Julie Brown Finance/Human Resources Manager, Division Chief Sean Barrett and Division Chief Marvin Tipler were in attendance.

OVERVIEW OF IPADS: A quick overview of the operation and navigation instructions of the Ipad were given by Julie.

APPROVAL OF MINUTES: Director Ward made a motion to approve the minutes as corrected of the regular board meeting held on February 19, 2014. The motion was seconded by Director Gates and was approved by unanimous vote.

COMMUNICATIONS:

Letter from Speer Hoyt LLC was read, requesting authorization to destroy copies of documents in their possession which were over 10 years old. Authorization signed by President John Scott.

PUBLIC COMMENTS: None

CHIEF'S REPORTS:

Chief Langborg provided his Chief's Report. During the review of the information provided in the report, Chief Langborg commented about response data. He indicated that SVFR responded to 25 calls during the month of February and that the response times were all good. The Chief also indicated that the weight placed on response times is different during high call volume periods versus low call volume periods. Director Scott inquired as to what was the difference between a "Service Assist" call as opposed to a "Good Intent" call? Chief Langborg explained that a "Good Assist" call was where someone called and thought they needed help but it turned out they didn't, like a vehicle fire that turned out to be a mechanical problem. Where a "Service Call" was something we actually were able to help them with, such as a broken water line or faulty smoke alarm.

Chief Langborg indicated that the expanded medical response began on Monday the 17th; however we had to call and prompt dispatch today. Chief Langborg indicated that we have added Monday evening Officer's simulation training and so far it has been well received.

Resolution 2014-05 Employee Assistance Program

Discussion: Chief Langborg commented that it comes in handy for CISM (Critical Incident Stress Management) and is a good backup to have in place other than just peer related. Director Ward wondered if it in any way interfered with what our Chaplain does? Chief Langborg indicated that it is an extension of our Chaplain's services. Director Ward moved to sign the Ammendment with the noted changes which were minor. Director Gates seconded Approved and the Chief will sign the agreement

Resolution 2014-06 Employee Attendance Policy

- Discussion:** Director Ward commented that it is good to be proactive instead of punitive, because if you don't have it in place it can become subjective.
Director Gates moved, Director Ward seconded
Approved and signed
- Resolution 2014-07** Modified use of District Computers and Mobile communication/Data Devices
Discussion: President Scott indicated that he feels this policy is in line with other organizations.
Director Spinner moved, Director Gates seconded
Approved and signed
- Resolution 2014-08** Pat Zeh Accounting Review Service Agreement
Director Ward moved, Director Gates seconded
Approved and signed

BUDGET PROCESS: Appointment of Budget Officer
Director Ward moved to appoint Chief Langborg as Budget Officer for 2014/2015, Director Olienyk seconded
Approved

REVIEW OF THE BILLS:

MOTION: Director Spinner made a motion to ratify bills paid during the past month in the amount of \$95,133.53 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 was approved by unanimous vote.

FINANCIAL STATEMENTS: The financial statements were provided.

There was discussion on the line item for communication maintenance. Chief Tipler indicated that we would be going over budget on this line item as the life expectancy on the batteries for the Hand Held radios has run out. He also commented that we got longer out of the batteries than was originally thought. There was also a bill for \$5665 to Day Wireless, that was for antenna replacement on Herman Peak and that we expect to be reimbursed half by LCOG and a portion by WLEOG.

FUTURE AGENDA BUSINESS: Passing of an ordinance from a couple of year's ago. Board President Scott stated that our next regularly scheduled board meeting will be held on Wednesday, April 16, 2014 at 5:30 p.m.

EXECUTIVE SESSION:

There being no further business to come before the board, the regular meeting was adjourned at 6:25 p.m.

Respectfully submitted,

Julie Brown
Finance/Human Resources Manager
Recording Secretary