

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

Minutes of Board Meeting – February 17, 2016

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

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

OTHERS PRESENT: Chief Langborg, Julie Brown Finance/HR Manager, Division Chief Marvin Tipler and Fire Marshal Sean Barrett

Swearing in of Firefighters: Eight (8) volunteer Firefighters were sworn in. 7 new recruits and 1 explorer who advanced to become a firefighter.

APPROVAL OF MINUTES: Director Carnahan made a motion to approve the minutes as read, of the regular board meeting held on December 16, 2015. The motion was seconded by Director Gates and was approved by unanimous vote.

COMMUNICATIONS: There were no communications

PUBLIC COMMENTS: There was no public comment

CHIEF'S REPORT:

Chief Langborg provided his Chief's Report. During the review of the information provided in the report, Chief Langborg commented about response data.

In addition to his report in the Board packet he provided the following:

The Chief made comment that the average number of firefighters responding to incidents has continued to slightly increase.

AGENDA ITEMS:

The Chief requested that the Board appoint a Budget officer for the Budget Year 2016-2017.

Director Gates made a motion to appoint Jim Langborg, Fire Chief to be budget officer. Director Scott seconded, motion passed by unanimous vote.

IGA with Heceta Water District was presented for Board approval.

Discussion regarding history of the situation and the current progress being made. It was noted that the use of QA-1 has brought to light some mechanical problems which needed to be addressed and QA-2 was being used in its place while the repairs are being completed.

Director Phillips made a motion to approve Resolution No. 2016-01 to sign the IGA with Heceta Water District, Director Gates seconded the motion, motion passed unanimously.

Resolution No. 2016-01 was approved and signed by the board

IAFF Local 851 allowing retiring members to work as temporary employees.

Brief discussion regarding MOU regarding retiring temporary part time employees, Director Carnahan made a motion to adopt Resolution No. 2016-02, Director Phillips seconded, and motion was unanimously approved.

Resolution No. 2016-02 Approved

Sick Leave Policy modification: Discussion regarding the policy and that it may be modified at a later date to meet the Oregon sick leave law.

WLAD request from Director Mike Webb and Interim Manager Brian Burrig.

Request made from WLAD to do a feasibility study regarding the possibility of SVFR providing Administrative oversight to both districts. Brian said that we could have a proposal as early as April after group meetings and meetings with stakeholders are completed. Director Webb from WLAD said that their board sees it as a positive move in the right direction. SVFR board gave the Chief direction to work with Brian Burrig on the proposal.

Emergency Operations Plan: Director Gates made a motion to approve Resolution No. 2016-03 adopting the WLEOG Emergency Operations Plan.

Policy Review Process- The process is to make sure that we are reviewing and updating our policies on a regular basis. 2 policies were supplied for review this month.

SDAO Safety Grant- Division Chief Tipler reported on the three bids he received for removal of the hose tower at Station 8 and stated that some much needed upgrades will also be completed at the same time. The matching funds will come out of capital outlay.

Automatic Aid Agreement- Discussion regarding the need to pursue a mutual aid agreement with surrounding districts. The board gave the Chief direction to pursue those agreements.

Establishment of a Part Time EMS Officer- Discussion regarding the need for the position. Director Phillips asked that if the Chief didn't share his time with WLAD could he do the EMS portion as that was his background? The Chief replied that he was already at capacity. Tony then asked if they approve the Training Officer position to be full time with the next budget, would it be possible for that person to do training and the recruitment and retention part. Jeff Larson, the current three quarter time training officer stated that he feels he already is doing both, he just needs more time and training. Director Carnahan said he would like to see us hold off for now. There was consensus amongst the board to postpone until a later date.

SDAO Board Review- Director Gates reported that she had attended the recent SDAO conference in Sunriver and that it was excellent. She had attended the session regarding "The Six Best Practices of Highly Effective Boards" and she felt it would be a good idea to bring to our district. The cost is included in our annual dues to SDAO. Direction was given to the Chief to make the arrangements.

REVIEW OF THE BILLS:

MOTION: Director Gates made a motion to ratify bills paid during the past month in the amount of \$362,893.20 and transfers from the Money Market Account to the Checking Account also made

during the past month. The motion was seconded by Director Carnahan and motion passed unanimously. Director Phillips abstained due to a potential conflict.

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

FUTURE AGENDA BUSINESS: No items from the Board.

EXECUTIVE SESSION: None

Meeting closed at 7:35 pm

Respectfully submitted,

Julie Brown

Finance/Human Resources Manager

Recording Secretary