

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

Minutes of Board Meeting – March 16, 2016

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

BOARD MEMBERS PRESENT: Directors John Scott, Woody Woodbury and Tony Phillips all present. Director Carnahan present about 10 minutes into the meeting. Director Gates, absent.

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

APPROVAL OF MINUTES: Postponed until April Board meeting.

COMMUNICATIONS: Letter from WLAD regarding donation of Ambulance.

PUBLIC COMMENTS: There was no public comment

CHIEF'S REPORT:

Chief Langborg provided his Chief's Report. Chief Langborg reported on the Strategic Plan and stated that we have completed nearly all of the first year's objectives.

Chief Langborg reported that WLEOG adopted the EOP and they are preparing for the Active Shooter exercise in April.

The IGA with Heceta water automatically renewed on Feb 29th and will be reviewed and renewed in May.

The Chief has made contact with SDAO regarding Board training and it could be set up for July or August, more firm info to follow if the Board wanted him to proceed. The Board gave direction to the Chief to confirm a date.

Chief Langborg gave a quick overview of a request made by Brian Jagoe to film the Board meetings. The Captains promotional process will begin on March 11th and the Firefighter application process will begin posted on March 31st.

The Chief reminded everyone that there will be a Budget committee workshop at 4pm before the Board meeting.

OPERATIONS REPORT:

Division Chief Tipler stated that this month's report is short however he will hopefully make it shorter and more meaningful with better information next time.

FINANCE/HR:

Finance/HR Manager Julie Brown reported on the finances and stated that the expenditures were within budget at 63.7% and that revenues were currently at 96% of budgeted.

Julie provided the annual audit which we received from Dick Maxwell and said that everything looked good and we didn't get any negative comments from Dick, just a few minor suggestions which we have already put in place.

Julie reported on her activities with WLAD.

MOTION: Director Carnahan 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 Woodbury and motion passed unanimously. Director Phillips abstained due to a potential conflict.

Director Carnahan inquired if the Board should direct staff to see if there would be a conflict with Director Gates approving bills for loan payments made to Oregon Pacific Bank. There was discussion that it would not be a conflict as she does not directly gain from the relationship between the District and the Bank.

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

FIRE PREVENTION:

None

AGENDA ITEMS:

1. John Scott gave a brief update on the Urban Renewal project the City laid out for the public.
2. The Policy review form was discussed, the Board would like to have Staff's recommendations for changes included on the policies.
3. Hose tower removal at station 8 information. Director Woodbury asked what the time frame is to get the job completed. Division Chief Tipler said that once Bobby Thurman gets started it should be about two weeks.

Motion to adopt Resolution No. 2016-04 made by Director Carnahan
Seconded by Director Phillips
Motion passed unanimously with Directors present.

FUTURE AGENDA BUSINESS: No items from the Board.

EXECUTIVE SESSION: None

Meeting closed at 7:08 pm

Respectfully submitted,
Julie Brown
Finance/Human Resources Manager
Recording Secretary