



**ESTACADA RURAL FIRE DISTRICT NO. 69
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES
DECEMBER 15TH, 2016
CALLED TO ORDER @ 7 PM**

ROLL CALL:

President – Director Matthew Silva: Present

Vice President – Director John Bresko: Absent

Secretary/Treasurer – Director Chris Randall: Absent

Member – Director Ed Thoreson: Present

Member – Director John McAdoo: Present

OTHERS IN ATTENDANCE: Chief Morrissey, Division Chief Anderson, Division Chief Crowe, Lt. Kent, Eng. James, Vol. Lt. Crowe, FF Troute, Vol. Lt. Long, and Rodonna Demeter

INVOCATION: Director McAdoo

NOVEMBER 10TH, 2016-MEETING MINUTES: Approved by consensus

CHANGES TO THE AGENDA: Grove, Mueller, & Swank did not make it to present the 2015/2016 Audit Report.

PRESENTATIONS: The audit presentation was cancelled. Chief Morrissey stated that he would have to file papers with the state for an extension to submit the 2015/16 Audit Report. Director Silva asked for Board to agree to allow him to sign a document for the state if necessary. Approved by consensus

COMMUNICATIONS RECEIVED: We received an email Mr. Weathersby, thanking the ladies in the office for their assistance. Lastly we received a card from Estacada High School thanking the Dept. for attending their home football games and our willingness to help with anything. They appreciate the partnership.

BOARD COMMENTS: Director McAdoo informed everyone present, today is the 225th anniversary of the Bill of Rights.

DIVISION REPORTS:

A. FIRE CHIEF - ADMINISTRATION REPORT:

GOOD OF THE ORDER/PROJECTS

- The auditing firm is unable to present at the meeting and we're having difficulties obtaining the corrected version of the 2015/2016 Audit Report.

- The Assistance to Firefighters Grant (AFG) for \$130,000 to replace personal protective equipment (PPE) has been submitted. A response isn't expected until late spring 2017.
- American Towers has been contacted to have both the Springwater and George properties placed in a database for consideration for tower sites.
- Career Lieutenant Eligibility List has concluded. The list has been certified and posted.
- The Station 115 remodel is complete. Chief Crowe will discuss the project more in his report.
- The career firefighter/paramedic application period is open and will remain so until Dec 30th, 2016. We have received 9 applications so far.
- The April 2017 Board Meeting will be held at the George Community Fire Station.

UPCOMING EVENTS

- Community Coffee – First Tuesday of each month at 9 AM
- Volunteer Business Meeting – First Wednesday of each month at 7 PM
- Next Board meeting January 12th at 7PM
- Annual Awards Banquet- February 25th 2017 at Punch Bowl Social at Pioneer Square in Portland. The time is 6 PM – 9PM. <http://www.punchbowlsocial.com/home>. We will be arranging a shuttle bus from the main station for those that don't want to drive.

B. EMERGENCY SERVICES: Chief Crowe asked if there were any questions about the breakdown of costs for the ST115 remodel. Directors stated it was clear and transparent and there were no questions. Chief Crowe stated he doesn't have numbers yet for the SCBA grant. He also discussed beginning the process for a new roof on the station and options for station generators.

C. SUPPORT SERVICES: Chief Anderson informed the Board about the 2,000 mailers sent out to recruit for resident volunteers for the George Sub-Station. He also discussed the staffing of ST115 with the volunteers and the feedback he's received so far.

D. FIRE MARSHAL: Nothing to add

E. VOLUNTEER: None

F. CAREER: Nothing to add

FINANCIAL REPORTS: Director Silva moved and Director Thoreson seconded a motion to pay the bills as submitted. *A vote was taken, and all were in favor.*

COMMITTEE REPORTS:

A. Policy Committee: Nothing to report

B. Interagency Committee: Next meeting will be on Tuesday, January 24th at the Clackamas Training Center

OLD BUSINESS: None

NEW BUSINESS:

- A. **Board Policies** – Moved to the next Board Meeting January 12th 2017. Approved by consensus
 - a) **Board of Directors Policy of Membership**
 - b) **Officers of the Fire District Board Policy**
- B. **Strategic Plan Update** – Director Silva moved and Director Thoreson seconded a motion to adopt the Estacada Rural Fire District No. 69 Strategic Plan developed in December 2016 as written.
- C. **Approval of FY 2015/2016 Audit Report** – An extension request for filing the audit with the Secretary of State's office will be submitted by the Fire Chief.

BOARD COMMENTS: None

PUBLIC COMMENT: None

NEXT BOARD MEETING: Thursday, January 12th 2017 (second Thursday) @ 7 pm at the Main Fire Station.

ADJOURNMENT: Meeting adjourned at 19:30 PM by consensus.

Respectfully Submitted:

December 23rd , 2016

Approval by Consensus:



Rodonna Demeter, Administrative Manager



Chris Randall Secretary/Treasurer