



DOUGLAS COUNTY FIRE DISTRICT NO. 2

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DOUGLAS COUNTY FIRE DISTRICT NO. 2

BOARD OF DIRECTORS MEETING

Held: TUESDAY, January 20, 2015, 6:30 P.M.

Location: HEADQUARTERS, 1290 N. E. CEDAR ST., ROSEBURG, OREGON

ATTENDANCE

Board Members: Joe Waldron, Sandy Bratton, Roy Palmer, Jim Lee, Paul Jackson.

Others Present: Greg Marlar, Rob Bullock, Ray Shouffler, Teresa Mutschler, Danna Wafer, Loyce Krogel.

REGULAR SESSION

CALL TO ORDER

Board President Paul Jackson called the meeting to order at 6:32 p.m.

RECOGNITION

CFO Designation. D/C Bullock announced that there are only nine (9) Chief Fire Officers in the state of Oregon and only about 1000 nationwide. In recognition of Chief Marlar receiving his CFO designation, D/C Bullock presented Chief Marlar with a Challenge Coin. Chief Marlar also received a pin which his wife, Brenda, pinned to his uniform. D/C Bullock also presented Chief Marlar with an engraved plaque commemorating his achievement. Sandy Bratton provide cakes decorated as Challenge Coins.

CONSENT AGENDA

Mr. Palmer moved, second Sandy Bratton, approval of the Consent Agenda.

Mr. Waldron noted a potential conflict of interest with checks numbered 58102 and 58127.

Motion carried unanimously.

Accounts Paid. Chief Marlar reported that a Winston-Dillard Reimbursement sheet was included for perusal.

FINANCE

Financial Statement. Danna Wafer reviewed the financial statement. She stated that the bulk of property taxes has been received.

She also stated that of the \$479,000 received from Ambulance billing, \$29,000 was old A/R or about 6%.

Mr. Palmer moved, second Mr. Jackson, approval of the Financial Statement.

Motion carried unanimously.

OLD BUSINESS

Sutherlin Transition Workgroup Update. Chief Marlar reported that there is a meeting tomorrow, Wednesday, January 21, 2015. He stated that there has been more interest from the City Council on what will be their model of operations.

CORRESPONDENCE

F/M Shoufler acknowledged the participation and work of employees who participated in Toys for Joy and the food basket program, specifically Josh Waechter and Rick Murphy. He reported that in Sutherlin 73 food baskets were delivered and 93 families received toys. In South County 15 food baskets were delivered and 52 children received toys.

NEW BUSINESS

FY16 Budget Workshop Date. There will be a Budget Workshop prior to the February 17, 2015, Regular Meeting. The Workshop will take place at 4:30 p.m. on that date.

IGA for Chief Services Renewal. Chief Marlar recommended a three-year extension to the current agreement. He also recommended changing the termination clause from 90 days' notice to 180 days' notice. Chief Marlar reported that the Board of Directors for Winston-Dillard approved this recommendation at their Board meeting last night.

Mr. Waldron asked how Chief Marlar anticipates fulfilling this agreement if Fire District No. 2 should become short-handed. Chief Marlar feels that he can handle the situation.

Sandy Bratton moved, second Mr. Waldron, approval to renew the IGA for Chief Services with Winston-Dillard.

Mr. Lee asked what are the advantages to having a three-year contract as opposed to a one-year contract. Chief Marlar responded that it provides stability to staff in both organizations.

Motion carried unanimously.

Resolution 06-2015 Interfund Transfer Ladder Truck.

Chief Marlar reported that this is the first payment for the ladder truck.

**Mr. Waldron moved, second Sandy Bratton, approval of Resolution 06-2015 authorizing the transfer of budgeted funds from the Equipment Fund into the Debt Services Fund.
Motion carried unanimously.**

Annual Audit Contract FY15. Chief Marlar reported that there may be a different audit process next year. Chief Marlar reported that Fire District No. 2 may need to go out for price quotes.

**Sandy Bratton moved, second Mr. Waldron, approval to retain Neuner-Davidson for the FY15 Annual Audit.
Motion carried unanimously.**

District Dispatch Newsletter Draft. Chief Marlar noted that the most recent *District Dispatch* draft was included for information.

Mr. Palmer suggested including a reminder to residents to have their home address visibly displayed.

CHIEF'S AND STAFF REPORT

Chief Marlar reported that Bob Nichols, retired Fire Chief for Winston-Dillard Fire District, had passed away two (2) days ago.

Chief Marlar reported that SAFER grants will be released on February 5, 2015.

Chief Marlar reported that the Annual Banquet will be held on Saturday, February 7, 2015, at 6:00 p.m. at the Elk's Lodge on Jackson Street.

Chief Marlar reported that the next Employee Quarterly meeting is coming up.

Chief Marlar reported that fifteen (15) new volunteers have been added to the District since last February. Three (3) individuals are cadets for Winston-Dillard. He also reported that the programs in Douglas and Sutherlin High Schools are going well. He anticipates adding the same program to Roseburg High School in the future. The students are able to receive dual credit in this program. He also reported that four (4) students from the Alternative High School had committed to the

Fire Academy.

Deputy Chief Bullock reported that Yvonne Long had passed away. Services will be held on Saturday, January 24, 2015.

D/C Bullock reported that he and Tate Powell had made a trip to research burn container configuration. He stated that Ferrell Gas Company has indicated that they will donate a tank.

D/C Bullock also reported that he is looking in to a Medical Tactical Team through the Douglas County Sheriff's Office. He has received fifteen (15) letters of interest.

Fire Marshal Shoufler reported that he had been offered booth space at the Home Show from February 27-March 1, 2015. He is tossing around ideas.

Battalion Chief Mutschler reported that she is working on everyone getting relicensed to new certifications.

B/C Mutschler reported that she is researching other revenue streams, such as performing blood draws for DUIs and ground ambulance critical care transfers for air teams.

EXECUTIVE SESSION IN
ACCORDANCE WITH
ORS.190.660(2)(f)

Board President Jackson moved the meeting into Executive Session in accordance with ORS.190.660(2)(f) for the consideration of non-public materials at 7:34 p.m.

The Regular meeting reconvened at 9:04 p.m.

ADJOURNMENT

There being no further business to come before the Board at this time, Board President Jackson adjourned the meeting at 9:05 p.m.

Approved this 17th day of FEBRUARY, 2015.



Secretary